



TOWN COUNCIL MEETING

Monday, August 07, 2023 at 6:00 PM

Town Hall - Chapin Hall - 41 South Main Street Randolph, MA
02368

AGENDA

This is a hybrid meeting. The public is invited to attend this meeting in person or remotely, by telephone or computer access. This meeting is being posted pursuant to the state statute authorizing temporary remote participation as described here: <https://www.randolphma.gov/DocumentCenter/View/1864/remotemeetings23>

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A. Call to Order - Roll Call - Pledge of Allegiance

B. Moment of Silent Prayer

C. Approval of Minutes

1. Meeting Minutes of Town Council Meeting June 26, 2023

D. Announcements from the President

E. Presentations

F. Public Hearings

1. 6:15 PM: Council Order 2023-045: FY2024 Capital Plan

G. Public Comments/Discussions

H. Motions, Orders, and Resolutions

I. Town Manager's Report

J. Old/Unfinished Business

K. New Business

- [1.](#) 2023-046: Prior Fiscal Year Unpaid Bills
- [2.](#) Town Attorney Contract for FY2024 through FY2026

L. Correspondence

- [1.](#) Ping Pong Tournament on Saturday, August 26, 2023 from 10:00 AM-12:00 PM
- [2.](#) Calling All Volunteers!
- [3.](#) Randolph Community eCookbook

M. Committee Reports

N. Open Council Comments

O. Adjournment

Notification of Upcoming Meeting Dates

August 21
September 11
October 16 and 30
November 6 and 20
December 11



Randolph Town Council

Meeting Minutes

Meeting Date: Monday, June 26, 2023, at 6:00 p.m.

This is a hybrid meeting. The Public is invited to attend this meeting in person or remotely, by telephone or computer access.

Call to Order: Council President Alexopoulos called the meeting to order.

Roll Call – Council Members Present: Christos Alexopoulos (Zoom), William Alexopoulos (In-Person), Natacha Clerger (By Zoom), Jesse Gordon (By Zoom), Katrina Huff-Larmond (In-person), and Kevin O’Connell (In-Person).

Pledge of Allegiance: Pledge of Allegiance led by Councillor Huff-Larmond.

Moment of Silent Prayer: Moment of Silent Prayer held.

Approval of Meeting Minutes:

1. Minutes of the Joint Meeting of the Town Council and Town Council Finance Subcommittee Meeting of June 12, 2023

2. Minutes of the Joint Meeting of the Town Council and Town Council Finance Subcommittee Meeting of June 20, 2023

Motion to approve the Minutes of the Town Council and Town Council Finance Subcommittee from Meetings on June 12, 2023, and June 20, 2023, made by Councillor Huff-Larmond, seconded by Councillor Clerger.

Roll Call Vote: 6-0-0 (Absent: Brewer, Burgess, and Egan)

Motion passes.

Presentations

1. Zoning Audit Analysis: Planning Director and Barrett Planning Group

Planning Director Michelle Tyler was present with Judi Barrett of the Barrett Planning Group to provide information on the recent Zoning Audit Analysis.

Ms. Barrett: The scope of our work included reviewing zoning ordinances from a technical standpoint instead of a policy standpoint. The review approach consisted of independent review and close reading, interviews, and consultation with Town Staff. The zoning ordinances contain some unusual, conflicting, or duplicative definitions. There is also a lot of “legalese” which can make the text difficult to follow. I recommend categorizing words by definitions.

The Councillors were presented with an opportunity to share their thoughts on the structure, format, and ease of use of the zoning ordinances.

Planning Director Tyler: Once we have the report from Barrett Planning Group and the comments of the subcommittee, I would suggest that the next step is deciding on a funding source because a codification or even a rewrite is likely to be needed and that definitely surpasses my capacity. We would require the assistance of a consultant because of how involved this could be.

Public Hearings:

1. 6:15 PM - Council Order 2023-037: FY24 Randolph Community Preservation Budget and Reserves

Council President Alexopoulos opened the public hearing for this Council Order. The Town Council Clerk referenced the legal advertisement that was published in the Patriot Ledger on June 17, 2023.

Town Manager Howard introduced Council Order 2023-037. This is the annual vote required before July 1st of the fiscal year to appropriate the funds into the listed categories. The individual vote of the CPA projects will be coming sometime later in the summer so this allows us to budget accordingly.

Council President Alexopoulos opened the public comments portion of the public hearing.

Joe Burke, Hill Street: What were the numbers again? Town Manager Howard read the dollar figures listed in the Council Order. Mr. Burke: Are we using any of these funds for salaries? Town Manager Howard: No.

There were no additional public comments. Council President Alexopoulos closed the public comments portion of the public hearing. The public hearing was opened to the Council for comments.

Councillor Gordon: Is it correct that funds not used, are rolled over to the next fiscal year? Town Accountant/Finance Director Janine Smith: The budget reserved is an annual amount. If it is not used by the end of the fiscal year then it closes out just like a budget would. It stays in the Community Preservation Fund but would increase its undesignated fund balance if it is not used. Councillor Gordon: I'd like to make a guide for how to use the CPC funds so there aren't any funds left over.

Motion to approve Council Order 2023-037 as presented made by Councillor O'Connell, seconded by Councillor Clerger.

Roll Call Vote: 6-0-0 (Absent During Vote: C. Alexopoulos; Absent: Brewer, and Burgess)
Motion passes.

2. 6:15 PM - Council Order 2023-038: Water and Sewer Enterprise Budget

Council President Alexopoulos opened the public hearing for this Council Order. The Town Council Clerk referenced the legal advertisement that was published in the Boston Herald on June 21, 2023.

Town Manager Howard provided additional information on the Water and Sewer Enterprise Budget. I know there was some confusion during the recent operating budget process that the funds in the water and sewer enterprise budget can be used for other items. I wanted to clarify that funds in the Water and Sewer Enterprise budget can only be used for expenses related to water and sewer.

Council President Alexopoulos opened the public comments portion of the public hearing.

Joe Burke, Hills Street: Are we setting the rates tonight? Town Manager Howard: No, that is done at a later time this summer. Mr. Burke: How many more employees do we pay out of that budget? Town

Manager Howard: There is a ratio that is used on the indirect that includes a certain percent

Section C, Item 1.

Accountant/Finance Director Janine Smith: The indirect costs cover things we budget in the fund. My position would be an example where I spend a fair amount of time analyzing the enterprise fund, analyzing revenue; each of the positions in the treasurer/collector's office collects the bills, and reviews the bills; and certainly, Brian's time in setting policy and procedures. In the indirect cost setting, we take certain positions and a percentage of our salary is paid- so, yes, some salaries are charged that aren't directly water and sewer.

There were no more public comments. Council President Alexopoulos closed the public comments portion of the public hearing. The public hearing was opened to the Council for questions or comments.

Motion to approve Council Order 2023-038 as presented made by Councillor Huff-Larmond, seconded by Councillor Gordon.

Roll Call Vote: 7-0-0 (Absent: Brewer and Burgess)

Motion passes.

Councillor Egan exited the Town Council meeting.

Public Comments/Discussions:

1. Joe Burke, Hills Street: Did we hire the Barrett Planning Group as a consultant already or was that just a presentation? I didn't see it in the budget. Council President Alexopoulos: Yes, that would have come out of the Planning Department's budget. They were hired for the purpose of reviewing our Zoning Ordinances. Mr. Burke: You should think about involving kids since we're adding pickleball courts. Councillor Huff-Larmond: Yes, we just need to find the interest for younger folks to play pickleball. I would also like to see Randolph getting a football league together.
2. Sandy Cohen, Bittersweet Lane: Is there anything in the ordinances about Councillors who miss so many meetings during the calendar year? Is there anything that states you have to attend so many meetings in a year? Council President Alexopoulos: There is nothing in the laws that says they have to attend or not attend any number of meetings. Town Attorney Griffin: To the extent that is a public record request, information about attendance at meetings can be produced through the minutes. Councillor Clerger: We used to have attendance accountability. Can we return back to that? Councillor Huff-Larmond: I don't believe it was something that was done formally.

Motions, Orders, and Resolutions

Councillor Gordon made a motion to reconsider action taken on Council Order 2023-028: Approval of Randolph Citizen Initiative Petition Concerning Mobility Hub: Shuttle Ban Service. I'd like to amend the bus petition to replace the phrase that was controversial two weeks ago which was "implementation by 2025." Councillor Huff-Larmond seconded the motion for the purpose of entering into a discussion.

Council President Alexopoulos read Section 29 of the Town Council's Rules and Regulations concerning Reconsideration.

Councillor Huff-Larmond: I want to know what the purpose of this is. Councillor Gordon: The reason for this is to be able to make a supplemental petition in order to put it on the November ballot. During the vote to approve Council Order 2023-028, the interpretation of the vote was based on the Town Attorney's interpretation versus mine and the petitioner's interpretation and I want to clarify that. I've discussed this with the petitioners and they're not sure if they want to put this on the ballot because they know it is a lot of work but they certainly agreed they want to have the choice. Councillor Huff-Larmond: In the room after the vote, the petitioners clapped following the vote. The public was excited we made a vote regarding what they wanted. As a Councillor who is responsible for this Town, it is not

reasonable to ask a business, government, or even an individual to research and test a product and not present it to the parties responsible for implementation. I don't know any business that would do research to take place and then not want to know what the findings show to be able to decide if it's even reasonable.

Section C, Item 1.

Councillor Clerger: What is the difference and will this give more power to the voters?

Councillor O'Connell: You asked for a cup of water and we gave you a cup of water but now you're asking for the whole reservoir. I'm happy with the decision we made so I'm not sure I understand where there is confusion.

Council President Alexopoulos: My understanding with this Council Order is that we would do a feasibility study for a mobility hub around the Town of Randolph. There were several residents present who provided comments which the Council took under advisement. Now I hear that you want to reconsider this, add verbiage in order to go obtain additional signatures so that this goes before a ballot in November. As Katrina noted earlier, it seems like you're forcing an issue on the community, on the residents, without understanding the scope or costs of such a project. The Council voted what it did based on the council order that was presented. I am not in favor of reconsidering and will be voting no on this matter and I think you should let it play out. We should obtain all the information and then make a rational decision based on the findings of the feasibility study. I think what you are doing is totally disingenuous and not fair to the Council.

Councillor Gordon: I agree that there should be another vote to go before the Council before this is implemented. By putting this on the ballot, the public would be able to choose. Council President Alexopoulos: The question becomes how the public vote on this intelligently without knowing what the costs are and how it's being funded. Councillor Gordon: The public would be able to show their support for or against. Councillor Huff-Larmond: From the beginning, you and your team gathered signatures, and when we sat here last week, you spoke about how easy it was to get these signatures because this is something the people want. The Council heard that and thought on the fact that this is indeed very much needed by the community. We voted this for the people. I don't see the difference in putting this on a ballot in hopes that the residents vote in favor of the feasibility study which the Council already voted in favor of. I feel like there is something not being said and I don't want to waste people's time.

Councillor Clerger: If there is a chance to give more power to the voters, then I will vote in favor of them.

Councillor C. Alexopoulos: I call the question. I ask for a vote on the main motion that was made, seconded by Councillor O'Connell.

Roll Call Vote: 6-0-0 (Absent: Brewer, Burgess, Egan)

Motion to call the question passes.

Roll call vote on Councillor Gordon's motion to reconsider action taken on Council Order 2023-028: Approval of Randolph Citizen Initiative Petition Concerning Mobility Hub: Shuttle Ban Service, which was seconded by Councillor Huff-Larmond: 2-4-0 (Nays: C. Alexopoulos, W. Alexopoulos, K. Huff-Larmond, O'Connell)
Motion fails.

New Business:

1. Council Order 2023-039: Transfer From Retained Earnings for Blue Drop Obligations

Council President Alexopoulos read Council Order 2023-039. Town Manager Howard provided a brief explanation of the purpose of this Council Order.

Motion to approve Council Order 2023-039 as presented made by Councillor O'Connell, seconded by Councillor C. Alexopoulos.

Roll Call Vote: 6-0-0 (Absent: Brewer, Burgess, and Egan)
Motion passes.

2. Council Order 2023-040: Transfer of ARPA Revenue Loss Funds

Council President Alexopoulos read Council Order 2023-040. Town Manager Howard provided a brief explanation of the purpose of this Council Order.

Motion to approve Council Order 2023-040 made by Councillor Clerger, seconded by Councillor C. Alexopoulos.

Roll Call Vote: 6-0-0 (Absent: Brewer, Burgess, and Egan)
Motion passes.

3. Council Order 2023-041: Authorization to Participate in the South Shore Consortium Home Program

Council President Alexopoulos read Council Order 2023-041. Town Manager Howard and Planning Director Michelle Tyler were present to provide additional information on the purpose of this Council Order.

Planning Director Michelle Tyler: The Home Investments Partnerships Program (HOME) program is established by HUD Housing and Urban Development. It provides grants to states and localities that communities can use to fund a wide range of activities including things related to affordable housing for income-eligible families. The South Shore Home Consortium is currently comprised of Braintree, Holbrook, Milton, Quincy, and Weymouth. The lead community in this program is Quincy. The consortium has to vote on whether or not we can be a part of the consortium and I was recently notified that we can join. In order to join this program, the legislative body of the entity (Randolph) would need to consent to join, then all the paperwork will be submitted to HUD. There is a contribution Randolph would need to make based on the allocation. That appropriation would not come from federal funds so we could have a matching requirement of up to 25% of these funds to support all of the potential opportunities for preventing homelessness or foreclosure in our community.

Motion to approve Council Order 2023-041 made by Councillor O'Connell, seconded by Councillor Clerger.

Roll Call Vote: 6-0-0 (Absent: Brewer, Burgess, and Egan)
Motion passes.

Correspondence:

1. Comcast: There will be changes to the Xfinity TV services. Starz will be increasing its monthly price from \$8.99 to \$9.99 effective July 2023.
2. The Commonwealth's Department of Public Utilities submitted a Notice of Filing and Request for Comments for National Grid's petition to seek a mid-term modification to its 2022-2024 Three-Year Energy Efficiency Plan. The Department of Public Utilities will conduct a virtual public hearing on Thursday, July 20, 2023, at 2:00 PM. For details and information on how to provide public comments, please reach out to the Town Council office by phone or email, or visit the Department of Public Utilities website.

3. The Town of Randolph is hosting its annual Night Before The Fourth parade this Monday, parade kicks off at 7:00 PM, with fireworks starting at 9:00 PM at Randolph High School. the Town of Randolph website for registration, volunteering, and sponsorship information.
4. Lastly, it is encouraged for residents to visit the Randolph Intergenerational Community Center and Turner Free Library websites for information on community programs taking place in July and throughout the summer. Some examples include Kayaking at Powers Farm on Sundays from 12-4 PM; tie-dye workshops on July 15, 2023, and Gardening 101 courses. There are many programs available for groups of all ages.

Committee Reports:

Human Services/Seniors/Recreation Subcommittee: There will be a Green Communities presentation in the upcoming meeting scheduled on July 5th, 2023 at 5:30 PM.

Council Comments:

1. Councillor O'Connell: 1. I want to congratulate Team Bosco Burke for winning Honorary Mayor for this year's Night Before the Fourth Parade in Randolph. 2. I also had the pleasure of attending the Senior Prom and got to do the Cha-Cha Slide with Councillor Clerger and everyone who attended. Congratulations to Ms. Toby Swartz and Mr. Hanzel Cancel who won prom King and Queen.
2. Councillor Huff-Larmond: 1. Thank you to every who attended the Juneteenth Flag Raising and all who came to fellowship together at Powers Farm. The Master Plan Implementation Committee did a great job organizing everything. 2. There are various opportunities available through Randolph Youth Council coming up so please reach out to me if you are interested. 3. The Town of Randolph also posted a flyer for summer internships and job opportunities for the youth. Ninth and Tenth graders will receive community service hours, and Eleventh and Twelfth graders will receive compensation. 4. Lastly, this Saturday, July 1, Delta Sigma Theta, Inc. will be hosting a 5k run at the Randolph High School Track from 10 AM to 12 PM.
3. Councillor Gordon: 1. We had the Ken Clifton fundraiser at the recent Caribbean Connection event which was a lot of fun. I think that will become a tradition every year. 2. Last weekend was the one-year anniversary of Roe versus Wade. There were a lot of protests all around and I'm hoping to put together a protest for next year.
4. Councillor Clerger: I want to present my congratulations to Queen Swartz and King Hanzel. I want to encourage the community to attend and support the seniors of the community at next year's prom. It was a beautiful event and truly worth getting dressed up for.
5. Councillor C. Alexopoulos: Happy Fourth of July! I hope to see everyone at the Night Before the Fourth Parade on July 3rd. Just a reminder to all residents to be safe and be mindful of noise ordinances that can be found online.
6. Council President Alexopoulos: Please join us at the Night Before the Fourth parade which starts at the Higashi School and ends at the Randolph Highschool with fireworks. You can find a spot anywhere in between and watch the parade.

Adjournment:

Motion to adjourn made by Councillor Clerger, seconded by Councillor O'Connell.
 Roll Call Vote: 6-0-0 (Absent: Egan, Brewer & Burgess)
 Meeting adjourned at 8:14 PM.

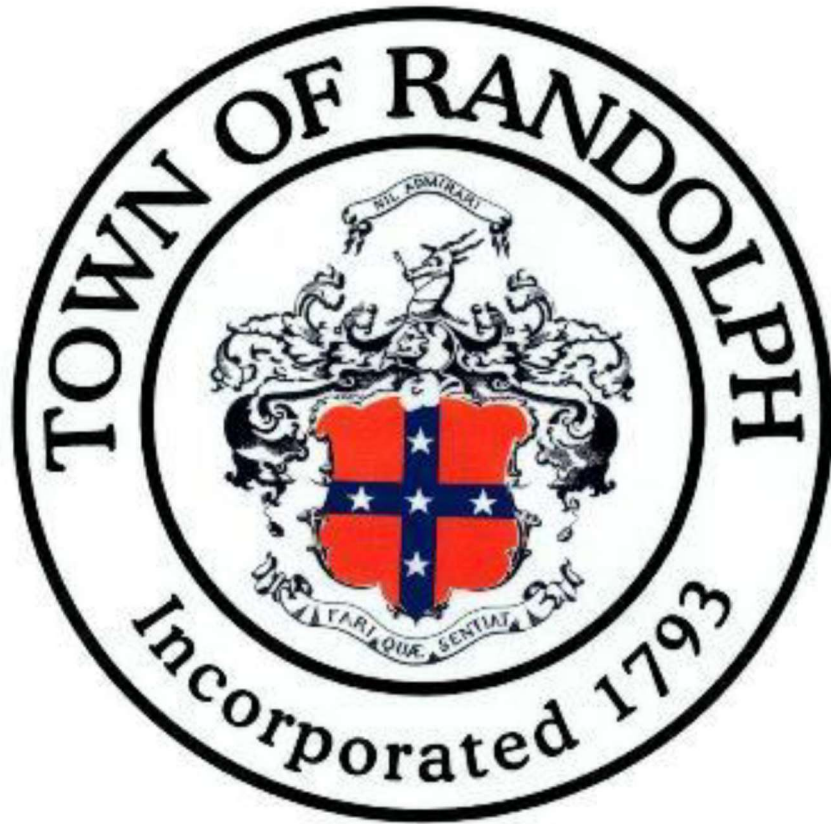
Council Order: 2023-044

Introduced by: Town Manager Brian Howard
July 24, 2023**FY2024 Capital Improvement Plan**

Ordered: That the Town of Randolph appropriate \$4,173,000 for the following projects:

Purpose	Department	Amount	Fund
Sewer I/I Program	DPW	\$700,000.00	Water/Sewer
Road Improvements	DPW	\$1,300,000.00	General
Brush Chipper	DPW	\$85,000.00	General
Bucket Truck	DPW	\$180,000.00	General
One Ton Dump Truck w/ Sander and Plow	DPW	\$250,000.00	General
Sewer Crane Truck	DPW	\$150,000.00	Water/Sewer
Water Department Utility Trucks - (2)	DPW	\$170,000.00	Water/Sewer
Automated External Defibrillator (AED) - (15)	Police	\$43,000.00	General
RPD Taser Replacement Program - (70)	Police	\$320,000.00	General
Cruiser Replacement(s)	Police	\$175,000.00	General
Election Equipment	Town Clerk	\$150,000.00	General
Structural Firefighting Gear	Fire	\$70,000.00	General
Administrative Vehicle	Fire	\$65,000.00	General
Central Fire Station Apron Replacement	Fire	\$90,000.00	General
Ambulance Replacement	Fire	\$425,000.00	General

And to meet this appropriation, the Treasurer, with the approval of the Town Manager, is authorized to borrow \$4,173,000 under and pursuant to Chapter 44 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.



5 Year Capital Improvement Plan

FY2024-FY2028



CAPITAL IMPROVEMENT PLAN

In an effort to provide “user friendly” documents to our citizens and decision makers, the Town has drafted a straight forward introductory section that answers the most commonly asked questions regarding capital planning. The following questions and answers define terms, describe processes, and details the needs and benefits of Randolph’s capital planning activities.

What is the Capital Improvement Plan (CIP)?

The Capital Improvement Plan (CIP) is a multi-year plan used to coordinate the financing and timing of major public improvement and equipment needs of the Town of Randolph. It contains a list of capital projects and needs proposed for the Town within the next four years and reflects the recommendations of the Town Manager. The CIP identifies each proposed project and presents a summary description, estimate of cost and a method of financing.

What are capital expenditures and what criteria must be met to be included on the CIP?

A capital expenditure is defined in terms of the useful life of the asset and cost. In order for a request to be considered for inclusion in the CIP, the project must meet the following:

- Must protect health, safety and welfare of the community and town employees
- Must enhance the Town’s ability to improve the quality of life in Randolph
- Must preserve existing assets and invest in resources to preserve and maintain assets to avoid larger future expenses
- Must have a useful life of at least five (5) years
- Must have a cost of \$25,000 or greater

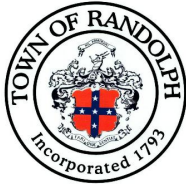
What is the difference between the Capital Improvement Plan and the Capital Budget?

The first year of the CIP is the proposed Capital Budget. The Capital Budget consists of those projects which are presented by the Town Manager to the Town Council for consideration. The projects listed for subsequent years in the CIP are for planning purposes only and do not receive ultimate spending authority until they are incorporated into a capital budget and approved by the Town Council.

How is the Operating Budget related to the Capital Budget?

A capital budget is prepared separate from the operating budget, yet the two are closely linked. The annual operating budget provides for general municipal services, including personnel costs, supplies and other contractual services and equipment. Revenues for the operating budget are derived primarily from property taxes, local receipts and intergovernmental sources. Appropriations voted for the annual operating budget are for a single fiscal year.

In contrast, the capital budget is a multi-year budget. Capital projects typically require expenditures beyond a single fiscal year. These projects are often funded by borrowing, State and Federal grants or



CAPITAL IMPROVEMENT PLAN

can be supported by one-time funding sources such as free cash. The debt service expenses related to capital projects is included in the operating budget.

Why does the Town need a CIP?

The CIP provides a means of coordinating and centralizing the capital project requests of various departments thus eliminating wasteful overlap, duplication and delay. It focuses attention on the Town's goals and financial capability by comprehensively considering not only what capital projects departments may need, but equally important, what the Town can afford. Additionally, the formalized process allows more time for the study of the projects, encourages public discussion of proposed undertakings, and allows citizens the opportunity to provide input, advice, and recommendations with respect to proposed projects and expenditures.

How does having a Capital Plan save the Town money?

Investors and bond rating agencies stress the value of a Capital Plan for a municipality seeking to borrow funds. The absence of a rational, long-term planning instrument would weigh against the bond rating assigned to the Town. This would result in higher interest rates on bond issues and more tax dollars going to pay for interest on the borrowed funds. Randolph currently holds a superior credit rating of AA by S&P Global Ratings.

Another financial benefit from the capital plan process is the avoidance of poorly timed projects. Good planning can ensure that capital improvement efforts are coordinated and costly duplication is avoided. In addition, significant savings can accrue to taxpayers when major capital financing is coordinated so that bond issues are sold infrequently, but at good times during the economic cycle to take advantage of low interest rates.

How is the CIP developed?

The process for preparing the FY24-FY28 Capital Improvement Plan and its associated FY24 Capital Budget is consistent from year to year. It involves active participation by Department Heads planning on their department needs, submitting those needs in detail to the Town Manager and Director of Municipal Finance. The Town Manager will then form his recommendation for the current year. The Capital Budget is prepared in the context of a five-year determination of need by Departments, in conjunction with the Town's overall financial capacity to affordably accommodate the required needs.

Proposed projects are reviewed and prioritized based upon commonly used criteria such as health and safety factors, legal obligations and mandates, fiscal impact, environmental impact, community economic effects, and aesthetic as well as social effects on the quality of life experienced by Randolph residents. Projects are also examined in terms of their relationship and compatibility with Town wide goals and objectives.

The process and procedural steps are described below.



CAPITAL IMPROVEMENT PLAN

Early/Late Fall – a copy of the existing plan is distributed to departments for review, update and the addition of the next fifth year. While requests generally remain the same as in the initial request, there are occasionally changed circumstances which necessitate alterations to the requests.

Late Fall/Early Winter – The Town Manager and Director of Municipal Finance review project requests and prepare a draft of the current year capital plan including financing recommendations and estimated amounts.

Late Winter – the capital plan is finalized within the parameters of the established funding target. In making final decisions, the process includes a determination of actual needs and the prioritization of need based upon legal mandate, public safety and the effect of deferral. Any projects not approved for funding are typically deferred into the next plan.

Spring – Capital Budget is present to the Town Council for approval.

Why must the Capital Improvement Plan be continually updated?

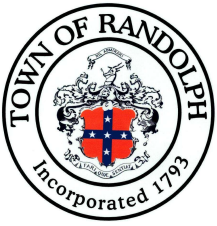
The CIP must be reviewed annually by Town departments to ensure its effectiveness as a flexible, mid-range strategic plan that links the annual budget with the multi-year financial forecasts. Each year, a current capital budget is approved and unfunded projects slated for later years are acknowledged on a planning basis only. In this respect, the CIP can be thought of as a “rolling” process because unfunded projects and those farther out in years typically move up after each year of review. It is important to note that each project in the plan must be recommended every subsequent year and as priorities and monetary constraints change, projects may be moved up, moved back or even eliminated.

Town of Randolph
Capital Plan Summary by Department

Department						Total
	FY24	FY25	FY26	FY27	FY28	
Police	538,000	195,000	195,000	205,000	215,000	1,348,000
Fire	650,000	935,000	400,000	450,000	165,000	2,600,000
DPW	1,815,000	2,105,000	2,005,000	1,300,000	1,855,000	9,080,000
Library	-	-	-	69,000	-	69,000
Community Programs	-	150,000	30,000	-	-	180,000
System Administration	-	50,000	50,000	50,000	50,000	200,000
Finance	-	-	-	-	-	-
Town Clerk	150,000	-	-	-	-	150,000
Municipal Buildings	-	-	-	-	-	-
Total Municipal	3,153,000	3,435,000	2,680,000	2,074,000	2,285,000	13,627,000
Water/Sewer	1,020,000	700,000	850,000	700,000	90,000	3,360,000
Total Enterprise	1,020,000	700,000	850,000	700,000	90,000	3,360,000
Total Capital Requests	4,173,000	4,135,000	3,530,000	2,774,000	2,375,000	16,987,000

Capital Project Requests	Priority Rating	Funding Source	FY24 Request	FY25 Request	FY26 Request	FY27 Request	FY28 Request	Total
Police								
Automated External Defibrillators (AED)	1	LL	43,000					43,000
Cruisers (3) - Replacement	1	LL	175,000					175,000
Tasers	1	LL	320,000					320,000
Cruisers (3) - Replacement	1	LL		195,000				195,000
Cruisers (3) - Replacement	1	LL			195,000			195,000
Cruisers (3) - Replacement	1	LL				205,000		205,000
Cruisers (3) - Replacement	1	LL					215,000	215,000
Category Subtotal			538,000	195,000	195,000	205,000	215,000	1,348,000
Fire								
Administrative Vehicle - Replacement	1	LL	65,000					65,000
Structural Firefighting Gear Replacement	1	LL	70,000					70,000
Central Station - Apron Replacement	1	LL	90,000					90,000
Ambulance Replacement	1	LL	425,000					425,000
Replacement Engine Pumper #3	1	LL		875,000				875,000
Purchase SCBA Decontamination	1	LL		60,000				60,000
Radio equipment - purchase and replacement	1	LL			250,000			250,000
Utility service truck - replacement	1	LL			65,000			65,000
Structural Firefighting Gear Replacement	1	LL			85,000			85,000
Ambulance Replacement	1	LL				450,000		450,000
Administrative Vehicle - Replacement	1	LL					75,000	75,000
Structural Firefighting Gear Replacement	1	LL					90,000	90,000
Category Subtotal			650,000	935,000	400,000	450,000	165,000	2,600,000
Public Works								
Street paving and improvements	1	LL	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	6,500,000
Dump Truck w/ Sander and Plow	1	LL	250,000	250,000	250,000			750,000
Bucket Truck	1	LL	180,000					180,000
Brush Chipper	1	LL	85,000					85,000
Mason crane truck	1	LL		150,000				150,000
Tag compressor	1	LL		65,000				65,000
Skid steer with milling	1	LL		75,000				75,000
Salt shed	1	LL		200,000				200,000
Roller with trailer	1	LL		65,000				65,000
Six (6) wheel dump	1	LL			115,000			115,000
Mini excavator with trailer	1	LL			165,000			165,000
Tag trailer for large excavator	1	LL			25,000			25,000
Sidewalk paver	1	LL			150,000			150,000
One Ton Dump Truck	1	LL					90,000	90,000
Front End Loader	1	LL					260,000	260,000
Park Mower	1	LL					25,000	25,000
Trackless Sidewalk Machine	1	LL					180,000	180,000
Category Subtotal			1,815,000	2,105,000	2,005,000	1,300,000	1,855,000	9,080,000
Library								
Replace roof and add solar panels	1	LL				69,000		69,000
Category Subtotal			-	-	-	69,000	-	69,000
Community Programs								
Rink - Bathroom/Locker Room Safety Upgrades	1	LL		57,000				57,000
Pool - Accessibility Upgrades	1	LL		28,000				28,000
Senior Transportation Van	1	LL		65,000				65,000
Senior Transportation Van	1	LL			30,000			30,000
Category Subtotal			-	150,000	30,000	-	-	180,000
System Administration								
Server/Computer Hardware	1	LL		50,000	50,000	50,000	50,000	200,000
Category Subtotal			-	50,000	50,000	50,000	50,000	200,000
Town Clerk								
Election equipment - Tabulators and Poll Pads	1	LL	150,000					150,000
Category Subtotal			150,000	-	-	-	-	150,000
Water/Sewer								
Sewer I&I program (MWRA)	1	ENT	700,000	700,000	700,000	700,000		2,800,000
Utility Trucks - (2 Water)	1	ENT	170,000					170,000
Crane Truck (Sewer)	1	ENT	150,000					150,000
Watering truck	1	ENT			150,000			150,000
Utility Truck - Water	1	ENT					90,000	90,000
Category Subtotal			1,020,000	700,000	850,000	700,000	90,000	3,360,000
Total 5 Year Capital Requests - All Departments			4,173,000	4,135,000	3,530,000	2,774,000	2,375,000	16,987,000

Funding Source	FY24	FY25	FY26	FY27	FY28	Totals
Free Cash	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Exclusion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Excluded Debt - Proposed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Levy Limit Debt - New	\$ 3,153,000	\$ 4,135,000	\$ 2,680,000	\$ 2,074,000	\$ 2,285,000	\$ 14,327,000
Ambulance Receipt Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Enterprise Fund Retained Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Enterprise - New debt	\$ 1,020,000	\$ -	\$ 850,000	\$ 700,000	\$ 90,000	\$ 2,660,000
Enterprise - State Revolving Fund Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total of All Requests	\$ 4,173,000	\$ 4,135,000	\$ 3,530,000	\$ 2,774,000	\$ 2,375,000	\$ 16,987,000



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Randolph Police
Prepared By: Chief Anthony T. Marag
Date: 05/11/2023

1. Project Name:	<u>Automated External Defibrillators</u>	5. FY Request:	<u>2024</u>
2. Project Location:	<u>Randolph</u>	6. Source of Funding:	<u>Capital</u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2025</u>
4. Est. Cost:	<u>43,000</u>	8. Useful Life:	<u>5+</u> years
9. Does this replace an existing item:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	IF YES: Age of current item <u> </u> years Mileage Condition of current item: <u> </u> Make/Model: <u> </u>

10. Project Description:

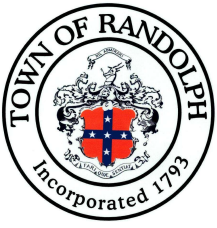
15 Automated External Defibrillators (AED)

11. Describe Impact on Operating Budget:

The operating budget would not be able to absorb the costs to purchase the AED's.

12. Describe Department Priority:

AED's are a vital piece of equipment that gives the community quick access to life-saving measures. 15 additional AED's would ensure that all cruisers are equipped. Equipping all cruisers with an AED increases the instances of quick response to medical emergencies as opposed to not having an AED ready which creates a lag in imperative medical care. Early defibrillation has been proven to be the most important link in the chain of survival.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Randolph Police
Prepared By: Chief Anthony T. Marag
Date: 05/11/2023

1. Project Name: Police Cruisers 5. FY Request: 2024
2. Project Location: Randolph 6. Source of Funding: Capital
3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: 2025
4. Est. Cost: 175,000 8. Useful Life: 5+ years
9. Does this replace an existing item: YES ☒ NO ☐ IF YES: Age of current item 5+ years Mileage
Condition of current item: Fair
Make/Model: Ford

10. Project Description:

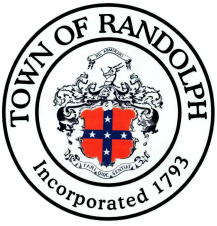
3 Police Cruisers with necessary equipment.

11. Describe Impact on Operating Budget:

The operating budget would not be able to absorb the costs to purchase the vehicles.

12. Describe Department Priority:

Policing requires functional and safe vehicles to provide service to the community.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Randolph Police
Prepared By: Chief Anthony T. Marag
Date: 05/11/2023

1. Project Name:	<u>Tasers</u>	5. FY Request:	<u>2024</u>
2. Project Location:	<u>Randolph</u>	6. Source of Funding:	<u>Capital</u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2025</u>
4. Est. Cost:	<u>320,000</u>	8. Useful Life:	<u>5+</u> years
9. Does this replace an existing item:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES: Age of current item <u>5+</u> years Condition of current item: <u>Fair</u> Make/Model: <u>Taser X26P</u>

10. Project Description:

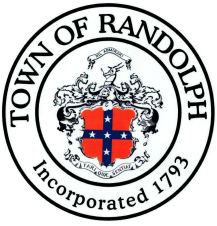
Replacement of Taser X26P's, as well as purchase new ones for recruits. 70 total devices needed.

11. Describe Impact on Operating Budget:

The operating budget would not be able to absorb the costs to replace and upgrade the current outdated/unsupported tasers.

12. Describe Department Priority:

The current tasers have been discontinued. Axon (formerly Taser Corp.) will no longer support the tasers with software and will not repair any that fail. They also will not cover liability on any components over 5 years old.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Randolph Fire Department
Prepared By: Chief of Department Ron Cassford
Date: 5/11/2023

1. Project Name:	<u>Administrative Vehicle - Replacement</u>	5. FY Request:	<u>2024</u>
2. Project Location:	<u>N/A</u>	6. Source of Funding:	<u>Capital Borrowing</u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2024</u>
4. Est. Cost:	<u>65,000</u>	8. Useful Life:	<u>10</u> years
9. Does this replace an existing item:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES: Age of current item: <u>27</u> years Mileage: <u>106,446</u> Condition of current item: <u>fair</u> Make/Model: <u>1996 Ford F350</u>

10. Project Description:

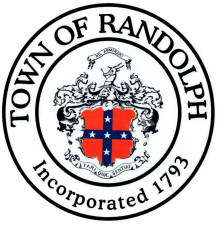
To purchase a 4 door, 4-wheel drive SUV from the Massachusetts state vehicle bid list. And supply it with necessary emergency lights and radio equipment. The replacement of our current Squad 1 service utility pickup truck and move our 2010 Chevrolet Silverado to the Squad 1 position which is also used as the backup Deputy Chief Shift Command vehicle. The vehicle being replaced is a 1996 Ford F350 Pickup style truck, which is many years over the 15 year life span recommended for this type of vehicle. The new vehicle will become the chief of operations vehicle and the current chief of operations vehicle will be passed over to the Fire Prevention office as Car 5. The current car 5, the Silverado will become the Squad 1 vehicle. This is consistent with how we rotate vehicles within the department.

11. Describe Impact on Operating Budget:

This vehicle has been serving the Town for more than 25 years now and is starting to show the effects of an aging emergency response vehicle.

**12. Describe Department
Priority:**

The vehicle is a Priority 1 as it will be over 25years old, the life span of a frontline service vehicle.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Randolph Fire Department
Prepared By: Chief of Department Ron Cassford
Date: 5/11/2023

1. Project Name: Replacement of Structural Firefighting gear 5. FY Request: 2024
2. Project Location: N/A 6. Source of Funding: Capital Borrowing
3. Priority Rating: 1 (Scale of 1-5) 7. Est. Date of Completion: 2024
4. Est. Cost: 70,000 8. Useful Life: 10 years

9. Does this replace an existing item:

YES
☒

NO
☐

IF YES:
☐

Age of current item: 11 years Mileage

Condition of current item: good/fair

Make/Model: 2013 Morning Pride

10. Project Description:

The replacement of our structural firefighting gear that will reach the 10 year life span per National Fire Protection Agency (NFPA) standards.

11. Describe Impact on Operating Budget:

This represents approximately half of the department's memberships Personal Protection Equipment (PPE) that will be expiring in 2013-2014. The cost would be more than the equipment budget could provide for this important purchase.

**12. Describe Department
Priority:**

The PPE replacement is a priority in such that it is the gear the firefighters wear into the emergency incident. It is paramount to the safety of our members to have gear that is not degraded or older than the NFPA standard.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW and Fire Department

Prepared By: Chris Pellitteri

Date: 5/5/2023

1. Project Name: Central Station Apron Replacement 5. FY Request: FY24

2. Project Location: 10 Memorial Park Drive 6. Source of Funding: _____

3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: _____

4. Est. Cost: \$90,000.00 8. Useful Life: 10+ years

9. Does this replace an existing item:

YES
☒

NO
☐

IF
YES:

Age of current item Unknown years

Mileage

Condition of current item: Poor

Make/Model: _____

10. Project Description:

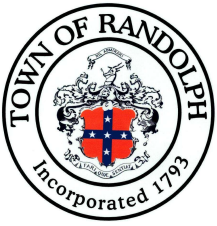
This project is to replace the driveway and sidewalk apron in front of the Central Fire Station on Memorial Park drive.

11. Describe Impact on Operating Budget:

Replacing the existing pavement will reduce the need for repeated patching. The concrete sidewalk apron will also not need patching and repair.

12. Describe Department Priority:

This project is a top priority for the department to replace so there are no trip hazards for students and pedestrians walking on the sidewalk and will also give fire apparatus a solid driveway.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Randolph Fire Department
Prepared By: Chief of Department Ron Cassford
Date: 5/11/2023

1. Project Name: Ambulance Replacement 5. FY Request: 2024
2. Project Location: N/A 6. Source of Funding: Capital Borrowing/ARPA
3. Priority Rating: 1 7. Est. Date of Completion: 2024
(Scale of 1-5)
4. Est. Cost: 425,000 8. Useful Life: 6-8 years

	YES	NO	IF YES:	
9. Does this replace an existing item:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Age of current item: <u>7</u> years Mileage <u>110,805</u> Condition of current item: <u>good</u> Make/Model: <u>2017 Ford F550 Lifeline Ambulance</u>

10. Project Description:

Replace 2017 Ford Lifeline Ambulance that was purchased and put into service in October of 2017. Currently the vehicle has 110,805 miles and has been in need of a few repairs over the past few years. This is currently our second oldest Ambulance in the fleet. Mileage will continue to climb and repairs are expected to increase in frequency with age.

11. Describe Impact on Operating Budget:

This is a continuation of our ambulance replacement program. By replacing our aging ambulance apparatus, we can reduce maintenance expenditures, vehicle downtime and increase the safe response and transport of patients and firefighters. We have received a grant from the DFS to pay \$250,000 for this ambulance however it is a reimbursed grant so funds are needed for payment, and they will be reimbursed.

**12. Describe Department
Priority:**

This is a priority 1 within the department as it is a vital part of our delivery of Emergency Medical Services. Currently medical incidents make up over 70 percent of our emergency responses.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW

Prepared By: Chris Pellitteri

Date: 5/5/2023

1. Project Name:	<u>Street Paving Improvements</u>	5. FY Request:	<u>FY24</u>
2. Project Location:	<u>Town Wide</u>	6. Source of Funding:	<u>Capital</u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2024</u>
4. Est. Cost:	<u>\$1,300,000.00</u>	8. Useful Life:	<u>20</u> years
9. Does this replace an existing item:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	IF YES: <input type="checkbox"/>
			Age of current item _____ years Mileage _____
			Condition of current item: <u>Poor</u>
			Make/Model: _____

10. Project Description:

Additional funds for roads and sidewalks (\$700,000 provided by MASSDOT CH90)

11. Describe Impact on Operating Budget:

Majority of roads and sidewalks are in very poor condition

12. Describe Department Priority:



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name: Dump Truck with Sander and Plow 5. FY Request: FY24
2. Project Location: DPW 6. Source of Funding: _____
3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: _____
4. Est. Cost: \$250,000.00 8. Useful Life: 10+ years

9. Does this replace an existing item:

YES
☒

NO
☐

IF YES:

Age of current item 32 years Mileage 71,000

Condition of current item: Poor

Make/Model: Chevy Top Kick Dump Truck and International DT466 Sander

10. Project Description:

This project is to replace the existing Dump Truck and International Sander for the Highway Department. This project will replace two trucks with one and will be used year-round as opposed to seasonal.

11. Describe Impact on Operating Budget:

Replacing this equipment will reduce the burden on the repair budget for the Highway Department. The past few years it has become more and more difficult for this truck to pass and stay in compliance with state safety inspection. By replacing two trucks with one truck that is capable of many tasks will reduce the cost of insurance as well.

12. Describe Department Priority:

This project is a top priority for the department to replace this necessary piece of snow equipment. The DPW has an aging fleet of these vehicles and they are a vital part of public safety during the winter months.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name:	<u>Bucket Truck</u>	5. FY Request:	<u>FY24</u>
2. Project Location:	<u>DPW</u>	6. Source of Funding:	<u></u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u></u>
4. Est. Cost:	<u>\$180,000.00</u>	8. Useful Life:	<u>10+ years</u>
9. Does this replace an existing item:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES: <u></u>
			Age of current item <u>28</u> years Mileage <u>110,778</u>
			Condition of current item: <u>Poor</u>
			Make/Model: <u>International DT 466</u>

10. Project Description:

This project is to replace the existing Bucket Truck for the Highway Department. This truck is used for storm clean up and routine tree maintenance. A new truck will help maintain readiness for emergencies during and after storms.

11. Describe Impact on Operating Budget:

Replacing this equipment will reduce the burden on the repair budget for the Highway Department. The past few years it has become more and more difficult for this truck to pass and stay in compliance with state safety inspection.

12. Describe Department Priority:

A new bucket truck will help maintain readiness for emergencies during and after storms. This is a top priority.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name: Brush Chipper 5. FY Request: FY24
2. Project Location: DPW 6. Source of Funding: _____
3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: _____
4. Est. Cost: \$85,000.00 8. Useful Life: 10+ years

9. Does this replace an existing item:	YES	NO	IF YES:	Age of current item <u>27</u> years	Mileage <u>600</u> Hours
	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Condition of current item: <u>Poor</u>	Make/Model: <u>Vermeer BC 1230</u>

10. Project Description:

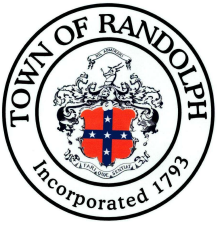
This project is to replace the existing brush chipper for the Highway Department. This brush chipper is used for storm clean up and routine tree maintenance. A new chipper will help maintain readiness for emergencies during and after storms.

11. Describe Impact on Operating Budget:

Replacing this equipment will reduce the burden on the repair budget for the Highway Department and will also reduce the need to have a rental machine while the present equipment is down for repairs.

12. Describe Department Priority:

A new chipper will help maintain readiness for emergencies during and after storms.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Town Clerk's Office

Prepared By: Cheryl Sass

Date: 5/12/2023

1. Project Name:	(14) Election Precinct Tabulators, (24) Pollbooks and (1) Central Scanner	5. FY Request:	<u>2024</u>			
2. Project Location:	<u>Town Clerk's Office</u>	6. Source of Funding:	<u>Capital</u>			
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2 months</u>			
4. Est. Cost:	<u>\$150,000</u>	8. Useful Life:	<u>20</u> years			
9. Does this replace an existing item:	<table><tr><td>YES <input checked="" type="checkbox"/></td><td>NO <input type="checkbox"/></td><td>IF YES:</td></tr></table>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:	Age of current item <u>20</u> years Mileage Condition of current item: <u>Fair</u> Make/Model: <u>Accuvote Tabulators</u>	
YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:				

10. Project Description:

Precinct Tabulators: Our current election tabulators are 20 years old and at the end of their useful life. Regular maintenance and refurbished replacement parts have become increasingly harder to get as Accuvote no longer supports the tabulators.

Pollpads: We currently have 2 pollpads that are used to check voters in during Early Voting in Person. This technology can also replace the paper check in and check out books used on Election Day, which will streamline the process.

Central Scanner: This is a high-speed tabulator. We are expecting close to 10,000 people to vote by mail in November, 2024. Those ballots are usually sent to the precincts on election day, opened, and fed through the tabulator. This takes hours at a time. A high speed tabulator will aid in processing the ballots prior to election day using a central tabulation location at Town Hall.

11. Describe Impact on Operating Budget:

Costs will be added each year for maintenance, software and application warranties.

12. Describe Department Priority:

In the next year and a half, there are 4 elections, including the Presidential primary in March of 2024 and the Presidential Election in November of 2024. It is imperative that we have tabulators that can be serviced properly before and after the elections.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW

Prepared By: Chris Pellitteri

Date: 5/5/2023

1. Project Name: Sewer I&I 5. FY Request: FY24

2. Project Location: Town Wide 6. Source of Funding: Capital

3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: 2024

4. Est. Cost: \$700,000.00 8. Useful Life: 20 years

9. Does this replace an existing item:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	IF YES:	Age of current item _____ years Mileage Condition of current item: <u>Poor</u> Make/Model: _____
--	---------------------------------	--------------------------------	---------	--

10. Project Description:

Elimination of inflow into the sewer system.

11. Describe Impact on Operating Budget:

This is intended to limit the excess flow of ground water into the sewer system to control the costs of sewerage disposal.

12. Describe Department Priority:



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW

Prepared By: Chris Pellitteri

Date: 5/5/2023

1. Project Name: Water Department Utility Truck (2) 5. FY Request: FY24

2. Project Location: DPW Water Department 6. Source of Funding: _____

3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: _____

4. Est. Cost: \$85,000.00 8. Useful Life: 10+ years

9. Does this replace an existing item:

YES
☒

NO
☐

IF YES:

Age of current item 14 years

Mileage 103,400

Condition of current item: Poor

Make/Model: Ford F350 Utility Truck

10. Project Description:

This project is to the existing utility truck that the is in poor condition. This new vehicle will be equipped with a new crane mounted on a utility body. This vehicle will also be used for snow removal and will be powered by a gasoline engine to avoid potential emissions issues.

11. Describe Impact on Operating Budget:

Repair costs to get this vehicle continue to rise year over year while replacement parts are harder to find. This replacement will reduce the overall cost to the repair budget.

12. Describe Department Priority:

This project is a top priority for the department to replace this necessary piece of sewer maintenance equipment. The Water Department needs to respond to emergencies with reliable and safe equipment.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name:	<u>Sewer Crane Truck</u>	5. FY Request:	<u>FY24</u>														
2. Project Location:	<u>DPW</u>	6. Source of Funding:	<u></u>														
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u></u>														
4. Est. Cost:	<u>\$150,000.00</u>	8. Useful Life:	<u>10+ years</u>														
9. Does this replace an existing item:	<table border="1"><tr><td>YES <input checked="" type="checkbox"/></td><td>NO <input type="checkbox"/></td><td>IF YES:</td></tr></table>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:	<table border="0"><tr><td>Age of current item</td><td><u>14</u> years</td><td>Mileage</td><td><u>104078</u></td></tr><tr><td>Condition of current item:</td><td colspan="3"><u>Poor</u></td></tr><tr><td>Make/Model:</td><td colspan="3"><u>Ford F450 Crane Truck</u></td></tr></table>	Age of current item	<u>14</u> years	Mileage	<u>104078</u>	Condition of current item:	<u>Poor</u>			Make/Model:	<u>Ford F450 Crane Truck</u>		
YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:															
Age of current item	<u>14</u> years	Mileage	<u>104078</u>														
Condition of current item:	<u>Poor</u>																
Make/Model:	<u>Ford F450 Crane Truck</u>																

10. Project Description:

This project is to the existing crane truck that the is in poor condition. This new vehicle will be equipped with a new crane mounted on a utility body. This vehicle will also be used for snow removal and will be powered by a gasoline engine to avoid potential emissions issues.

11. Describe Impact on Operating Budget:

Repair costs to get this vehicle continue to rise year over year while replacement parts are harder to find. This replacement will reduce the overall cost to the repair budget.

12. Describe Department Priority:

This project is a top priority for the department to replace this necessary piece of sewer maintenance equipment. The Sewer Department needs to respond to emergencies with reliable and safe equipment.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Town Clerk's Office

Prepared By: Cheryl Sass

Date: 5/12/2023

1. Project Name:	(14) Election Precinct Tabulators, (24) Pollbooks and (1) Central Scanner	5. FY Request:	<u>2024</u>
2. Project Location:	<u>Town Clerk's Office</u>	6. Source of Funding:	<u>Capital</u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2 months</u>
4. Est. Cost:	<u>\$150,000</u>	8. Useful Life:	<u>20</u> years
9. Does this replace an existing item:	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> IF YES:	Age of current item <u>20</u> years	Mileage
		Condition of current item: <u>Fair</u>	
		Make/Model: <u>Accuvote Tabulators</u>	

10. Project Description:

Precinct Tabulators: Our current election tabulators are 20 years old and at the end of their useful life. Regular maintenance and refurbished replacement parts have become increasingly harder to get as Accuvote no longer supports the tabulators.

Pollpads: We currently have 2 pollpads that are used to check voters in during Early Voting in Person. This technology can also replace the paper check in and check out books used on Election Day, which will streamline the process.

Central Scanner: This is a high-speed tabulator. We are expecting close to 10,000 people to vote by mail in November, 2024. Those ballots are usually sent to the precincts on election day, opened, and fed through the tabulator. This takes hours at a time. A high speed tabulator will aid in processing the ballots prior to election day using a central tabulation location at Town Hall.

11. Describe Impact on Operating Budget:

Costs will be added each year for maintenance, software and application warranties.

12. Describe Department Priority:

In the next year and a half, there are 4 elections, including the Presidential primary in March of 2024 and the Presidential Election in November of 2024. It is imperative that we have tabulators that can be serviced properly before and after the elections.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: Randolph Police

Prepared By: Chief Anthony T. Marag

Date: 05/11/2023

1. Project Name: Automated External Defibrillators 5. FY Request: 2024

2. Project Location: Randolph 6. Source of Funding: Capital

3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: 2025

4. Est. Cost: 43,000 8. Useful Life: 5+ years

9. Does this replace an existing item:	YES	NO	IF YES:	Age of current item ____ years	Mileage
	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Condition of current item: _____	
				Make/Model: _____	

10. Project Description:

15 Automated External Defibrillators (AED)

11. Describe Impact on Operating Budget:

The operating budget would not be able to absorb the costs to purchase the AED's.

12. Describe Department Priority:

AED's are a vital piece of equipment that gives the community quick access to life-saving measures. 15 additional AED's would ensure that all cruisers are equipped. Equipping all cruisers with an AED increases the instances of quick response to medical emergencies as opposed to not having an AED ready which creates a lag in imperative medical care. Early defibrillation has been proven to be the most important link in the chain of survival.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: Randolph Police

Prepared By: Chief Anthony T. Marag

Date: 05/11/2023

1. Project Name: Police Cruisers 5. FY Request: 2024

2. Project Location: Randolph 6. Source of Funding: Capital

3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: 2025

4. Est. Cost: 175,000 8. Useful Life: 5+ years

9. Does this replace an existing item:	YES	NO	IF	Age of current item <u>5+</u> years Mileage
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>YES:</u>	Condition of current item: <u>Fair</u>
				Make/Model: <u>Ford</u>

10. Project Description:

3 Police Cruisers with necessary equipment.

11. Describe Impact on Operating Budget:

The operating budget would not be able to absorb the costs to purchase the vehicles.

12. Describe Department Priority:

Policing requires functional and safe vehicles to provide service to the community.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: Randolph Police

Prepared By: Chief Anthony T. Marag

Date: 05/11/2023

1. Project Name: Tasers 5. FY Request: 2024

2. Project Location: Randolph 6. Source of Funding: Capital

3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: 2025

4. Est. Cost: 320,000 8. Useful Life: 5+ years

9. Does this replace an existing item:	YES	NO	IF YES:	Age of current item <u>5+</u> years
	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Condition of current item: <u>Fair</u>
				Make/Model: <u>Taser X26P</u>

10. Project Description:

Replacement of Taser X26P's, as well as purchase new ones for recruits. 70 total devices needed.

11. Describe Impact on Operating Budget:

The operating budget would not be able to absorb the costs to replace and upgrade the current outdated/unsupported tasers.

12. Describe Department Priority:

The current tasers have been discontinued. Axon (formerly Taser Corp.) will no longer support the tasers with software and will not repair any that fail. They also will not cover liability on any components over 5 years old.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: Randolph Fire Department
Prepared By: Chief of Department Ron Cassford
Date: 5/11/2023

1. Project Name: Administrative Vehicle - Replacement 5. FY Request: 2024
2. Project Location: N/A 6. Source of Funding: Capital Borrowing
3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: 2024
4. Est. Cost: 65,000 8. Useful Life: 10 years

9. Does this replace an existing item:

YES
S
☒

NO
☐

IF
YES
:

Age of current item: 27 years Mileage: 106,446

Condition of current item: fair

Make/Model: 1996 Ford F350

10. Project Description:

To purchase a 4 door, 4-wheel drive SUV from the Massachusetts state vehicle bid list. And supply it with necessary emergency lights and radio equipment. The replacement of our current Squad 1 service utility pickup truck and move our 2010 Chevrolet Silverado to the Squad 1 position which is also used as the backup Deputy Chief Shift Command vehicle. The vehicle being replaced is a 1996 Ford F350 Pickup style truck, which is many years over the 15 year life span recommended for this type of vehicle. The new vehicle will become the chief of operations vehicle and the current chief of operations vehicle will be passed over to the Fire Prevention office as Car 5. The current car 5, the Silverado will become the Squad 1 vehicle. This is consistent with how we rotate vehicles within the department.

11. Describe Impact on Operating Budget:

This vehicle has been serving the Town for more than 25 years now and is starting to show the effects of an aging emergency response vehicle.

**12. Describe Department
Priority:**

The vehicle is a Priority 1 as it will be over 25years old, the life span of a frontline service vehicle.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: Randolph Fire Department

Prepared By: Chief of Department Ron Cassford

Date: 5/11/2023

1. Project Name:	<u>Replacement of Structural Firefighting gear</u>	5. FY Request:	<u>2024</u>
2. Project Location:	<u>N/A</u>	6. Source of Funding:	<u>Capital Borrowing</u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2024</u>
4. Est. Cost:	<u>70,000</u>	8. Useful Life:	<u>10</u> years
9. Does this replace an existing item:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES: <input type="checkbox"/>
		Age of current item:	<u>11</u> years Mileage
		Condition of current item:	<u>good/fair</u>
		Make/Model:	<u>2013 Morning Pride</u>

10. Project Description:

The replacement of our structural firefighting gear that will reach the 10 year life span per National Fire Protection Agency (NFPA) standards.

11. Describe Impact on Operating Budget:

This represents approximately half of the department's memberships Personal Protection Equipment (PPE) that will be expiring in 2013-2014. The cost would be more than the equipment budget could provide for this important purchase.

**12. Describe Department
Priority:**

The PPE replacement is a priority in such that it is the gear the firefighters wear into the emergency incident. It is paramount to the safety of our members to have gear that is not degraded or older than the NFPA standard.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: Randolph Fire Department
Prepared By: Chief of Department Ron Cassford
Date: 5/11/2023

1. Project Name:	<u>Ambulance Replacement</u>	5. FY Request:	<u>2024</u>
2. Project Location:	<u>N/A</u>	6. Source of Funding:	<u>Capital Borrowing/ARPA</u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u>2024</u>
4. Est. Cost:	<u>425,000</u>	8. Useful Life:	<u>6-8</u> years
9. Does this replace an existing item:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:
			Age of current item: <u>7</u> years Mileage <u>110,805</u>
			Condition of current item: <u>good</u>
			Make/Model: <u>2017 Ford F550 Lifeline Ambulance</u>

10. Project Description:

Replace 2017 Ford Lifeline Ambulance that was purchased and put into service in October of 2017. Currently the vehicle has 110,805 miles and has been in need of a few repairs over the past few years. This is currently our second oldest Ambulance in the fleet. Mileage will continue to climb and repairs are expected to increase in frequency with age.

11. Describe Impact on Operating Budget:

This is a continuation of our ambulance replacement program. By replacing our aging ambulance apparatus, we can reduce maintenance expenditures, vehicle downtime and increase the safe response and transport of patients and firefighters. We have received a grant from the DFS to pay \$250,000 for this ambulance however it is a reimbursed grant so funds are needed for payment, and they will be reimbursed.

**12. Describe Department
Priority:**

This is a priority 1 within the department as it is a vital part of our delivery of Emergency Medical Services. Currently medical incidents make up over 70 percent of our emergency responses.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW and Fire Department
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name: Central Station Apron Replacement 5. FY Request: FY24
2. Project Location: 10 Memorial Park Drive 6. Source of Funding: _____
3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: _____
4. Est. Cost: \$90,000.00 8. Useful Life: 10+ years
9. Does this replace an existing item: YES ☒ NO ☐ IF YES: _____
Age of current item Unknown years Mileage _____
Condition of current item: Poor
Make/Model: _____

10. Project Description:

This project is to replace the driveway and sidewalk apron in front of the Central Fire Station on Memorial Park drive.

11. Describe Impact on Operating Budget:

Replacing the existing pavement will reduce the need for repeated patching. The concrete sidewalk apron will also not need patching and repair.

12. Describe Department Priority:

This project is a top priority for the department to replace so there are no trip hazards for students and pedestrians walking on the sidewalk and will also give fire apparatus a solid driveway.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department:	DPW
Prepared By:	Chris Pellitteri
Date:	5/5/2023

1. Project Name:	Chapter 90	5. FY Request:	FY24
2. Project Location:	Town Wide	6. Source of Funding:	MassDOT
3. Priority Rating: (Scale of 1-5)	1	7. Est. Date of Completion:	2024
4. Est. Cost:	\$700,000.00	8. Useful Life:	20 years

9. Does this replace an existing item:

YES
☐

NO
☐

IF
YES:

Age of current item _____ years Mileage _____

Condition of current item: Poor

Make/Model: _____

10. Project Description:	Funding for roads and sidewalks.
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11. Describe Impact on Operating Budget:	A majority of the roads and sidewalks are in poor condition.
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12. Describe Department Priority:



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department:	DPW
Prepared By:	Chris Pellitteri
Date:	5/5/2023

1. Project Name:	Street Paving Improvements	5. FY Request:	FY24
2. Project Location:	Town Wide	6. Source of Funding:	Capital
3. Priority Rating: (Scale of 1-5)	1	7. Est. Date of Completion:	2024
4. Est. Cost:	\$1,300,000.00	8. Useful Life:	20 years

9. Does this replace an existing item:

YES
☐

NO
☐

IF
YES:

Age of current item _____ years Mileage _____

Condition of current item: Poor

Make/Model: _____

10. Project Description:	Additional funds for roads and sidewalks (\$700,000 provided by MASSDOT CH90)
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11. Describe Impact on Operating Budget:	Majority of roads and sidewalks are in very poor condition
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12. Describe Department Priority:



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name:	<u>Water Department Utility Truck (2)</u>	5. FY Request:	<u>FY24</u>														
2. Project Location:	<u>DPW Water Department</u>	6. Source of Funding:	<u></u>														
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u></u>														
4. Est. Cost:	<u>\$85,000.00</u>	8. Useful Life:	<u>10+ years</u>														
9. Does this replace an existing item:	<table border="1"><tr><td>YES <input checked="" type="checkbox"/></td><td>NO <input type="checkbox"/></td><td>IF YES:</td></tr></table>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:	<table border="0"><tr><td>Age of current item</td><td><u>14</u> years</td><td>Mileage</td><td><u>103,400</u></td></tr><tr><td>Condition of current item:</td><td colspan="3"><u>Poor</u></td></tr><tr><td>Make/Model:</td><td colspan="3"><u>Ford F350 Utility Truck</u></td></tr></table>	Age of current item	<u>14</u> years	Mileage	<u>103,400</u>	Condition of current item:	<u>Poor</u>			Make/Model:	<u>Ford F350 Utility Truck</u>		
YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:															
Age of current item	<u>14</u> years	Mileage	<u>103,400</u>														
Condition of current item:	<u>Poor</u>																
Make/Model:	<u>Ford F350 Utility Truck</u>																

10. Project Description:

This project is to the existing utility truck that the is in poor condition. This new vehicle will be equipped with a new crane mounted on a utility body. This vehicle will also be used for snow removal and will be powered by a gasoline engine to avoid potential emissions issues.

11. Describe Impact on Operating Budget:

Repair costs to get this vehicle continue to rise year over year while replacement parts are harder to find. This replacement will reduce the overall cost to the repair budget.

12. Describe Department Priority:

This project is a top priority for the department to replace this necessary piece of sewer maintenance equipment. The Water Department needs to respond to emergencies with reliable and safe equipment.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name:	<u>Sewer Crane Truck</u>	5. FY Request:	<u>FY24</u>														
2. Project Location:	<u>DPW</u>	6. Source of Funding:	<u></u>														
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u></u>														
4. Est. Cost:	<u>\$150,000.00</u>	8. Useful Life:	<u>10+ years</u>														
9. Does this replace an existing item:	<table border="1"><tr><td>YES <input checked="" type="checkbox"/></td><td>NO <input type="checkbox"/></td><td>IF YES:</td></tr></table>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:	<table border="0"><tr><td>Age of current item</td><td><u>14</u> years</td><td>Mileage</td><td><u>104078</u></td></tr><tr><td>Condition of current item:</td><td colspan="3"><u>Poor</u></td></tr><tr><td>Make/Model:</td><td colspan="3"><u>Ford F450 Crane Truck</u></td></tr></table>	Age of current item	<u>14</u> years	Mileage	<u>104078</u>	Condition of current item:	<u>Poor</u>			Make/Model:	<u>Ford F450 Crane Truck</u>		
YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES:															
Age of current item	<u>14</u> years	Mileage	<u>104078</u>														
Condition of current item:	<u>Poor</u>																
Make/Model:	<u>Ford F450 Crane Truck</u>																

10. Project Description:

This project is to the existing crane truck that the is in poor condition. This new vehicle will be equipped with a new crane mounted on a utility body. This vehicle will also be used for snow removal and will be powered by a gasoline engine to avoid potential emissions issues.

11. Describe Impact on Operating Budget:

Repair costs to get this vehicle continue to rise year over year while replacement parts are harder to find. This replacement will reduce the overall cost to the repair budget.

12. Describe Department Priority:

This project is a top priority for the department to replace this necessary piece of sewer maintenance equipment. The Sewer Department needs to respond to emergencies with reliable and safe equipment.



CAPITAL IMPROVEMENT COMMITTEE

Section F, Item 1.

CAPITAL PROJECT WORKSHEET

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name: Dump Truck with Sander and Plow 5. FY Request: FY24
2. Project Location: DPW 6. Source of Funding: _____
3. Priority Rating: _____ 7. Est. Date of Completion: _____
(Scale of 1-5) 1
4. Est. Cost: \$250,000.00 8. Useful Life: 10+ years

9. Does this
replace an
existing item:

YES
☒

NO
☐

IF
YES:

Age of current item 32 years Mileage 71,000

Condition of current item: Poor

Make/Model: Chevy Top Kick Dump Truck and International
DT466 Sander

10. Project Description:

This project is to replace the existing Dump Truck and International Sander for the Highway Department. This project will replace two trucks with one and will be used year-round as opposed to seasonal.

11. Describe Impact on
Operating Budget:

Replacing this equipment will reduce the burden on the repair budget for the Highway Department. The past few years it has become more and more difficult for this truck to pass and stay in compliance with state safety inspection. By replacing two trucks with one truck that is capable of many tasks will reduce the cost of insurance as well.

12. Describe Department
Priority:

This project is a top priority for the department to replace this necessary piece of snow equipment. The DPW has an aging fleet of these vehicles and they are a vital part of public safety during the winter months.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name:	<u>Bucket Truck</u>	5. FY Request:	<u>FY24</u>
2. Project Location:	<u>DPW</u>	6. Source of Funding:	<u></u>
3. Priority Rating: (Scale of 1-5)	<u>1</u>	7. Est. Date of Completion:	<u></u>
4. Est. Cost:	<u>\$180,000.00</u>	8. Useful Life:	<u>10+ years</u>
9. Does this replace an existing item:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	IF YES: <u></u>
		Age of current item	<u>28</u> years
		Mileage	<u>110,778</u>
		Condition of current item:	<u>Poor</u>
		Make/Model:	<u>International DT 466</u>

10. Project Description:

This project is to replace the existing Bucket Truck for the Highway Department. This truck is used for storm clean up and routine tree maintenance. A new truck will help maintain readiness for emergencies during and after storms.

11. Describe Impact on Operating Budget:

Replacing this equipment will reduce the burden on the repair budget for the Highway Department. The past few years it has become more and more difficult for this truck to pass and stay in compliance with state safety inspection.

12. Describe Department Priority:

A new bucket truck will help maintain readiness for emergencies during and after storms. This is a top priority.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW
Prepared By: Chris Pellitteri
Date: 5/5/2023

1. Project Name: Brush Chipper 5. FY Request: FY24
2. Project Location: DPW 6. Source of Funding: _____
3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: _____
4. Est. Cost: \$85,000.00 8. Useful Life: 10+ years
9. Does this replace an existing item: YES ☒ NO ☐ IF YES: Age of current item 27 years Mileage 600 Hours
Condition of current item: Poor
Make/Model: Vermeer BC 1230

10. Project Description:

This project is to replace the existing brush chipper for the Highway Department. This brush chipper is used for storm clean up and routine tree maintenance. A new chipper will help maintain readiness for emergencies during and after storms.

11. Describe Impact on Operating Budget:

Replacing this equipment will reduce the burden on the repair budget for the Highway Department and will also reduce the need to have a rental machine while the present equipment is down for repairs.

12. Describe Department Priority:

A new chipper will help maintain readiness for emergencies during and after storms.



CAPITAL IMPROVEMENT COMMITTEE

CAPITAL PROJECT WORKSHEET

Section F, Item 1.

Department: DPW

Prepared By: Chris Pellitteri

Date: 5/5/2023

1. Project Name: Sewer I&I 5. FY Request: FY24

2. Project Location: Town Wide 6. Source of Funding: Capital

3. Priority Rating: (Scale of 1-5) 1 7. Est. Date of Completion: 2024

4. Est. Cost: \$700,000.00 8. Useful Life: 20 years

9. Does this replace an existing item:	YES	NO	IF	Age of current item _____ years Mileage
	<input type="checkbox"/>	<input type="checkbox"/>	<u>YES:</u>	Condition of current item: <u>Poor</u>
				Make/Model: _____

10. Project Description: Elimination of inflow into the sewer system.

11. Describe Impact on Operating Budget: This is intended to limit the excess flow of ground water into the sewer system to control the costs of sewerage disposal.

12. Describe Department Priority:

Council Order: 2023-046

Introduced by: Town Manager Brian Howard
August 7, 2023

Prior Fiscal Year Unpaid Bills

To see if the Randolph Town Council will vote to transfer \$7,658.39 to pay certain prior years' unpaid bills related to the General Fund, as identified in the charts below:

SOURCE			USE	
Description	Amount		Description	Amount
FY24 Police Expenses	\$ 186.73		Trinity Management Co.	\$ 186.72
FY24 Community Program Expenses	\$ 4,800.00		Delta Elevator Services	\$ 4,800.00
FY24 Animal Control Expenses	\$ 2,566.66		Randolph Animal Hospital	\$ 2,566.66
FY24 Treasurer/Collector Expenses	\$ 105.00		Registry of Deeds	\$ 105.00
TOTAL \$ 7,658.39			TOTAL \$ 7,658.38	

EMPLOYMENT AGREEMENT

This Employment Agreement (“AGREEMENT”) is entered into on August ____, 2023 with an effective date of July 1, 2023 by and between the **TOWN OF RANDOLPH, MASSACHUSETTS** (herein referred to as the “TOWN”), acting by and through its TOWN COUNCIL, with its offices at Town Hall, 41 South Main Street, Randolph, MA 02368, and **CHRISTINE M. GRIFFIN**, (herein referred to as “GRIFFIN”).

RECITALS

Whereas the TOWN desires to employ GRIFFIN as its full-time in-house Town Attorney subject to the supervision of its TOWN COUNCIL (“COUNCIL”) and GRIFFIN is willing to accept such employment, all on the terms as set forth below,

NOW, THEREFORE, in consideration of the promises, the mutual covenants hereinafter set forth, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

SECTION 1 - ENGAGEMENT OF GRIFFIN

- 1.1 Pursuant to the terms of the Randolph Charter, the TOWN, by and through its TOWN COUNCIL, hereby appoints and engages GRIFFIN, and GRIFFIN hereby accepts employment by the TOWN, as its full-time in-house Town Attorney, to perform the duties and responsibilities described in the Randolph Charter and in Section 3 of this Agreement, below.
- 1.2 GRIFFIN shall devote her full working time to her duties as full-time in-house Town Attorney. GRIFFIN shall not engage in any outside paid professional activity without prior TOWN COUNCIL knowledge and approval.
- 1.3 GRIFFIN’s official title shall be “Town Attorney” or “Solicitor.”

SECTION 2 – TERM OF EMPLOYMENT

- 2.1 The term of this Agreement and GRIFFIN’s term of employment shall commence on the effective date of this AGREEMENT, July 1, 2023 (the “Commencement Date”), and shall terminate on June 30th, 2026 (the “Termination Date”). This Agreement may be extended by written agreement of the parties.

SECTION 3 – POWERS, DUTIES AND RESPONSIBILITIES

- 3.1 GRIFFIN shall have the powers, duties and responsibilities of the in-house Town Attorney, consistent with the applicable provisions of the Randolph Charter and all other applicable provisions of law. As such, her duties will include, but will not be limited to, the following: the daily legal representation of the TOWN, working with the TOWN COUNCIL and Town Manager. GRIFFIN shall represent the TOWN in legal proceedings, provide legal advice, interface with any external contract counsel hired by the TOWN to protect the TOWN’s legal interests, provide legal direction on personnel matters and perform other appropriate duties of TOWN ATTORNEY, as prescribed by the TOWN COUNCIL.

GRIFFIN shall report on a regular basis to the TOWN MANAGER, who shall oversee her daily activities, and shall be responsible to the TOWN MANAGER and the TOWN COUNCIL. The TOWN COUNCIL shall have ultimate authority to oversee and direct GRIFFIN’s activities and responsibilities as Town Attorney and instruction given by vote of the TOWN COUNCIL shall supersede instruction or direction from any other TOWN officer. The TOWN COUNCIL may assign GRIFFIN any duties which fall within her powers and responsibilities as Town Attorney.

It is acknowledged that the duties and responsibilities of the in-house Town Attorney in terms of demands and responsibilities of her position do not permit prescribed limitation of time and may occasionally require her to work during other than usual and customary Town Hall hours, and at locations other than Town Hall due to, for example, attendance at evening public meetings, preparation for and attendance at Court, depositions and other hearings and other job-related circumstances. As an exempt employee, not entitled to overtime, GRIFFIN, when reasonably requested, shall attend certain meetings and report to work for those hours necessary to faithfully perform the duties and responsibilities of her position as in-house Town Attorney.

- 3.2 GRIFFIN shall undertake her duties promptly upon the effective date of this AGREEMENT and will diligently and faithfully prosecute the duties set forth herein in a prompt and professional manner.

3.3 EVALUATION:

The TOWN COUNCIL may make an annual review of GRIFFIN's job performance, doing so with the guidance/assistance of the TOWN MANAGER.

A short written summary of any such review shall be provided to GRIFFIN once the review is complete.

The TOWN COUNCIL may, from time to time and in consultation with GRIFFIN, establish one or more specific objectives for GRIFFIN to accomplish as in-house Town Attorney.

3.4 TERMINATION AND REMOVAL:

This AGREEMENT may be terminated and GRIFFIN may be removed from her position as Town Attorney at the discretion of the TOWN COUNCIL upon the affirmative vote of a majority of the full TOWN COUNCIL.

If the AGREEMENT is terminated by the TOWN COUNCIL for cause, then there will be no severance payment, of any kind whatsoever, due to GRIFFIN.

If the AGREEMENT is terminated by the TOWN COUNCIL without cause, GRIFFIN shall be paid a total severance payment equal to six (6) months of her salary at the salary rate in effect at the time of termination (the "Severance Payment").

Prior to voting on termination of this AGREEMENT for cause, the TOWN COUNCIL will grant GRIFFIN an opportunity for a hearing concerning whether there is cause for termination under this AGREEMENT and will provide at least one (1) week's prior notice of said hearing to GRIFFIN.

GRIFFIN may terminate this AGREEMENT at any time, for any reason or no reason, upon Thirty (30) days written prior notice to the TOWN COUNCIL and Town Manager.

Upon termination of this AGREEMENT by either party, this AGREEMENT shall be deemed null and void and no further duties or obligations, in any manner whatsoever, shall be owed by GRIFFIN or by the TOWN, except such ongoing obligations as are specifically described in this AGREEMENT.

If at the end of the term of this AGREEMENT (June 30th, 2026) the TOWN COUNCIL does not wish to renew this AGREEMENT and reappoint GRIFFIN, the TOWN COUNCIL shall provide GRIFFIN with at least six months advance written notice of such intent not to reappoint (by December 30th, 2025).

As used in this AGREEMENT “cause” shall mean:

- (a) conviction of a crime involving moral turpitude;
- (b) willful misconduct;
- (c) gross neglect of duties;
- (d) intentional non-performance of duties; or
- (e) material breach or intentional acts detrimental to duties.

SECTION 4 - COMPENSATION AND BENEFITS

4.1 COMPENSATION:

As compensation for the services she is to perform as in-house Town Attorney hereunder, GRIFFIN’s annual salary rate shall be as follows:

- a) For the contract year of this Agreement beginning July 1, 2023 and ending June 30, 2024, GRIFFIN’s annual compensation rate shall be One-Hundred Eighty Thousand Dollars (\$180,000).
- b) For the contract year of this Agreement beginning July 1, 2024 and ending June 30, 2025, GRIFFIN’s annual compensation rate shall be One-Hundred Eighty-Five Thousand Dollars (\$185,000).

c) For the contract year of this Agreement beginning July 1, 2025 and ending June 30, 2026, GRIFFIN's annual compensation rate shall be One-Hundred Eighty-Five Thousand Dollars (\$185,000).

4.2 GRIFFIN's salary shall be payable at such intervals as is customary with TOWN employees, subject to applicable withholding and other payroll taxes and otherwise in conformity with the normal payroll practices of the TOWN.

4.3 BENEFITS:

The Town Attorney position is a non-union, FLSA exempt position. Unless specifically addressed separately herein, GRIFFIN shall be due all those benefits available to full-time non-union TOWN employees as of the effective date of this AGREEMENT at the highest level of coverage available to other non-union TOWN employees, including, but not limited to, the ability to participate in the Norfolk County Retirement system, and including all benefits available to TOWN employees under local, state and Federal law. The Town shall deduct GRIFFIN's share of the cost for such benefits from her regular paychecks at rates at least as beneficial to her as the rates provided to other non-union TOWN employees.

Should the TOWN change the benefits provided to other non-union TOWN employees during the term of this AGREEMENT, GRIFFIN may elect, at her option, to continue with the level of each benefit available as of the effective date of this AGREEMENT, or to accept the new level of each benefit adopted by the TOWN.

4.4 VACATION:

GRIFFIN shall be entitled to certain vacation time, with pay, during each fiscal year of this Agreement. Said vacation time is as follows:

Beginning in the fiscal year that starts on July 1, 2023, and in each fiscal year thereafter, GRIFFIN shall be entitled to thirty days of vacation. These vacation days shall accrue and be due to GRIFFIN as of the first day of each fiscal year.

GRIFFIN shall not take more than two weeks of vacation at one time unless approved by the TOWN COUNCIL.

At the end of each fiscal year, no more than 10 days of unused vacation time can be carried forward to the next fiscal year.

GRIFFIN shall be permitted to "buy back" up to 10 days of vacation time during each fiscal year of this Agreement. In order to "buy back" said time, the Employee must request the "buy back" in writing, addressed to the Town Council President and the Town human resources office. In order to be effective, said writing must be provided on or before December 31 of each fiscal year of this Agreement. Within thirty days of receipt of the "buy back" request, the Town shall pay GRIFFIN the value of the requested "buy back" vacation days at the Employee's salary rate per day that is in place at the time of the request.

If this Agreement is extended beyond its Termination Date, any unused vacation days remaining as of the original Agreement Termination Date shall carry over and be credited to GRIFFIN, up to a maximum of ten days of carried over vacation time.

If GRIFFIN is employed by the Town as the Town Attorney on June 30, 2023 and if she has accrued but unused vacation days available as of June 30, 2023, then she shall be permitted to roll over up to 10 days of such accrued but unused vacation time into the fiscal year beginning on July 1, 2023 as of the Commencement Date of this Agreement.

4.5 SICK:

GRIFFIN shall be entitled to certain sick time, with pay, during each fiscal year of this Agreement. Said sick time is as follows:

Beginning in the fiscal year that starts on July 1, 2023, and in each fiscal year thereafter, GRIFFIN shall be entitled to 15 days of sick time. These sick time days shall accrue and be due to GRIFFIN as of the first day of each fiscal year.

At the end of each fiscal year, any unused sick time may be re-categorized as Sick Bank Time for GRIFFIN, up to the maximum allowable Sick Bank Time. No more than eighty (80) Sick Bank Time days may exist at any one time. Sick Bank Time may be used by GRIFFIN as paid sick days consistent with the terms of this Agreement. GRIFFIN must inform the Council President in the event that any time designated as Sick Bank Time is to be utilized.

Any sick days that do not become Sick Bank Time at the end of the fiscal year shall not be carried over into the next fiscal year.

Upon the termination of her employment hereunder, GRIFFIN shall be entitled to receive no compensation for any accrued but unused sick days or Sick Bank Time.

If this Agreement is extended beyond its Termination Date, any unused Sick Bank Time and unused sick days remaining as of the original Agreement Termination Date shall carry over and be credited to GRIFFIN, up to a maximum of eighty (80) days of carried over sick time.

If GRIFFIN is employed by the Town as the Town Attorney on June 30, 2023 and if she has accrued but unused sick days (including unused sick bank days) available as of June 30, 2023, then she shall be permitted to roll over up to 35 days of such accrued but unused sick time as Sick Bank Time under this Agreement for the fiscal year beginning on July 1, 2023 as of the Commencement Date of this Agreement.

4.6 PERSONAL:

GRIFFIN shall be entitled to three paid personal days during each fiscal year of this Agreement. These personal days shall accrue and be due to GRIFFIN as of the first day of each fiscal year. At the end of each fiscal year, any unused personal days cannot be carried forward to the next fiscal year.

4.7 HOLIDAYS:

GRIFFIN shall be entitled to all paid holidays available to full-time non-union TOWN employees. GRIFFIN may use vacation, sick or personal time on days before or after paid holidays without loss of holiday pay.

4.8 BEREAVEMENT; JURY DUTY:

GRIFFIN shall be entitled to the following paid Bereavement leave time:

- a. Five (5) consecutive working days off in the event of the death of said Employee's spouse, daughter, son, mother, father, sister or brother.

- b. Three (3) consecutive working days off in the event of the death of said Employee's grandparents, mother-in-law, father-in-law, grandparents of the Employee's spouse or of a relative of the Employee or the Employee's spouse who is living in the household of the Employee at the time of death.

GRIFFIN shall be entitled to the benefit of the following Jury Duty leave provision:

Upon submission of adequate proof to the Council President or the Finance Director and as permitted by law, when the Employee serves as a juror she shall receive from the Town the difference between her salary and the compensation she received for such jury service, exclusive of any travel or other allowance. The Employee shall suffer no loss of pay, vacation leave or other benefits because of her jury service, except as required by law.

4.9 PROFESSIONAL DEVELOPMENT:

The COUNCIL recognizes the importance of ongoing professional development on the part of GRIFFIN. The COUNCIL shall reimburse GRIFFIN for bar membership fees, the cost of membership fees and dues in professional associations, the cost of professional development conferences or seminars and the cost of subscriptions to professional journals and publications. The COUNCIL further agrees to reimburse GRIFFIN for reasonable costs of travel, food and lodging directly associated with GRIFFIN's membership and participation in certain professional associations and her ongoing professional development. Requests for reimbursement shall be submitted consistent with normal Town reimbursement procedures and may be reviewed by the Town Council.

The TOWN's responsibility to reimburse GRIFFIN for costs associated with GRIFFIN's membership and participation in professional associations and her professional development, as those activities are described in the preceding paragraph, shall not exceed Three Thousand dollars (\$3,000) in any year, calculated on a fiscal year basis.

The TOWN shall provide access to Westlaw or Lexis/Nexis.

4.10 TRAVEL AND REIMBURSED EXPENSES:

GRIFFIN shall be entitled to reimbursement by the TOWN for reasonable TOWN-related expenses and for the use of her personal auto (said auto reimbursement will be reimbursed at the prevailing I.R.S. mileage rate for out of Randolph work-related travel). All such expense reimbursements may be reviewed by the TOWN COUNCIL.

4.11 DISABILITY INSURANCE:

The TOWN will pay fifty percent (50%) of the premium cost of a short-term disability insurance policy and a long-term disability insurance policy covering GRIFFIN. The terms and the providing insurance carrier(s) of these insurance policies must be mutually acceptable to both the TOWN COUNCIL and GRIFFIN.

4.12 INDEMNIFICATION:

GRIFFIN, as in-house Town Attorney, shall be indemnified by the TOWN as a municipal officer as per Massachusetts General Laws, Chapter 258, section 13, and any other applicable law, as follows:

Chapter 258: Section 13. Indemnity of municipal officials

Section 13. Any city or town which accepted section one hundred I of chapter forty-one on or before July twentieth, nineteen hundred and seventy-eight, and any other city which accepts this section according to its charter, and any town which accepts this section in the manner hereinafter provided in this section shall indemnify and save harmless municipal officers, elected or appointed from personal financial loss and expense including reasonable legal fees and costs, if any, in an amount not to exceed one million dollars, arising out of any claim, demand, suit or judgment by reason of any act or omission, except an intentional violation of civil rights of any person, if the official at the time of such act or omission was acting within the scope of his official duties or employment.

This act shall be submitted for acceptance to the voters of each town at an annual town meeting in the form of the following question which shall be placed on the official ballot to be used for the election of town officers at said meeting:—“Shall the town vote to accept the

provisions of section thirteen of chapter two hundred and fifty-eight of the General Laws which provides that the town shall indemnify and save harmless municipal officers, elected or appointed, from personal financial loss and expense including reasonable legal fees and costs, if any, in an amount not to exceed one million dollars, arising out of any claim, demand, suit or judgment by reason of any act or omission except an intentional violation of civil rights of any person under any law, if the official at the time of such act or omission was acting within the scope of his official duties or employment?" If a majority of the votes in answer to said question is in the affirmative, said provisions shall thereupon take full effect, but not otherwise.

The TOWN represents that this provision of the Massachusetts General Laws has been accepted by the TOWN and agrees that the provisions provided above shall apply to GRIFFIN.

This section 4.12 of the AGREEMENT shall survive the termination of this AGREEMENT.

4.13 DEFERRED COMPENSATION:

Beginning on July 1, 2023, GRIFFIN shall receive ten thousand dollars (\$10,000) during each fiscal year of this Agreement to support Employee's retirement planning and savings. This amount shall be received by Employee as follows. The maximum amount permitted by law, up to ten thousand dollars per year of this Agreement, shall be placed in an eligible 457 deferred compensation plan in Employee's name during the first sixty days of each fiscal year of this Agreement. Any remaining amount in any fiscal year shall be paid directly to employee, as additional compensation, and may be used by Employee in any way that Employee sees fit to support her retirement planning and savings efforts.

SECTION 5 - GENERAL PROVISIONS

- 5.1 Neither party may assign, transfer or otherwise dispose of this AGREEMENT or any of its rights hereunder or otherwise delegate any of its duties hereunder without the prior written consent of the other party, and any such attempted assignment or other disposition without such consent shall be null and void and of no force and effect.

- 5.2 Except as otherwise expressly provided in this AGREEMENT any decision or action by the TOWN relating to this AGREEMENT, or its operation, shall be made by a lawful vote of the TOWN COUNCIL.
- 5.3 This AGREEMENT is the entire agreement between the TOWN and GRIFFIN regarding the subject matter hereof and supersedes any and all prior agreements, understandings, promises, warranties and representations, whether made orally or in writing. This AGREEMENT may be changed (amended, modified or terms waived) only in writing by the TOWN and GRIFFIN by way of mutual consent.
- 5.4 This AGREEMENT is governed by, and shall be construed in accordance with, the laws of the Commonwealth of Massachusetts without regard to its choice of law rules and any dispute arising under this AGREEMENT shall be adjudicated by a Court sitting in Massachusetts.
- 5.5 Unless the parties expressly agree in writing to extend or renew this AGREEMENT, this AGREEMENT, and the employment relationship between the TOWN and GRIFFIN provide for hereunder, shall terminate upon the expiration of the term hereof.
- 5.6 If there exists, now or in the future, any conflict between the terms of this AGREEMENT and any local Town personnel by-law, Town ordinance, Town rule or Town regulation, the terms of this AGREEMENT shall prevail.
- 5.7 SEVERABILITY:**
- If any clause, article, provision or section of this AGREEMENT or any amendments thereto should be determined to be unconstitutional, illegal, unenforceable or invalid by operation of law or by any Court of competent jurisdiction, the remainder of this AGREEMENT and any amendments thereto shall not be affected thereby, shall be deemed severable, and shall remain in force and effect.
- 5.8 Each person executing this Agreement warrants that he/she is authorized to execute this AGREEMENT on behalf of the party for whom he/she signs.

- 5.9 This AGREEMENT shall be binding on and will inure to the benefit of the parties hereto and their respective heirs, successors and assigns.

[SIGNATURES ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the day and year first written above.

TOWN OF RANDOLPH, acting by and through its TOWN COUNCIL,

By: _____
William Alexopoulos – President

By: _____
Richard Brewer, Jr. – Vice President

By: _____
Christos Alexopoulos

By: _____
James F. Burgess, Jr.

By: _____
Natacha Clerger

By: _____
Ryan Egan

By: _____
Jesse Gordon

By: _____
Katrina Huff-Larmond

By: _____
Kevin O’Connell

By: _____
Christine M. Griffin

EMPLOYMENT AGREEMENT

This Employment Agreement (“AGREEMENT”) is entered into on August
January 25, 20234 with an effective date of July 1, 20234 by and between the **TOWN OF RANDOLPH, MASSACHUSETTS** (herein referred to as the “TOWN”), acting by and through its TOWN COUNCIL, with its offices at Town Hall, 41 South Main Street, Randolph, MA 02368, and **CHRISTINE M. GRIFFIN**, (herein referred to as “GRIFFIN”).

RECITALS

Whereas the TOWN desires to employ GRIFFIN as its full-time in-house Town Attorney subject to the supervision of its TOWN COUNCIL (“COUNCIL”) and GRIFFIN is willing to accept such employment, all on the terms as set forth below,

NOW, THEREFORE, in consideration of the promises, the mutual covenants hereinafter set forth, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

SECTION 1 - ENGAGEMENT OF GRIFFIN

- 1.1 Pursuant to the terms of the Randolph Charter, the TOWN, by and through its TOWN COUNCIL, hereby appoints and engages GRIFFIN, and GRIFFIN hereby accepts employment by the TOWN, as its full-time in-house Town Attorney, to perform the duties and responsibilities described in the Randolph Charter and in Section 3 of this Agreement, below.
- 1.2 GRIFFIN shall devote her full working time to her duties as full-time in-house Town Attorney. GRIFFIN shall not engage in any outside paid professional activity without prior TOWN COUNCIL knowledge and approval.
- 1.3 GRIFFIN’s official title shall be “Town Attorney” or “Solicitor.”

SECTION 2 – TERM OF EMPLOYMENT

- 2.1
- The term of this Agreement and GRIFFIN’s term of employment shall commence on the effective date of this AGREEMENT, July 1, 2023~~4~~ (the “Commencement Date”), and shall terminate on June 30th, 2026~~4~~ (the “Termination Date”). This Agreement may be extended by written agreement of the parties.

SECTION 3 – POWERS, DUTIES AND RESPONSIBILITIES

- 3.1
- GRIFFIN shall have the powers, duties and responsibilities of the in-house Town Attorney, consistent with the applicable provisions of the Randolph Charter and all other applicable provisions of law. As such, her duties will include, but will not be limited to, the following: the daily legal representation of the TOWN, working with the TOWN COUNCIL and Town Manager. GRIFFIN shall represent the TOWN in legal proceedings, provide legal advice, interface with any external contract counsel hired by the TOWN to protect the TOWN’s legal interests, provide legal direction on personnel matters and perform other appropriate duties of TOWN ATTORNEY, as prescribed by the TOWN COUNCIL.

GRIFFIN shall report on a regular basis to the TOWN MANAGER, who shall oversee her daily activities, and shall be responsible to the TOWN MANAGER and the TOWN COUNCIL. The TOWN COUNCIL shall have ultimate authority to oversee and direct GRIFFIN’s activities and responsibilities as Town Attorney and instruction given by vote of the TOWN COUNCIL shall supersede instruction or direction from any other TOWN officer. The TOWN COUNCIL may assign GRIFFIN any duties which fall within her powers and responsibilities as Town Attorney.

It is acknowledged that the duties and responsibilities of the in-house Town Attorney in terms of demands and responsibilities of her position do not permit prescribed limitation of time and may occasionally require her to work during other than usual and customary Town Hall hours, and at locations other than Town Hall due to, for example, attendance at evening public meetings, preparation for and attendance at Court, depositions and other hearings and other job-related circumstances. As an exempt employee, not entitled to overtime, GRIFFIN, when reasonably requested, shall attend certain meetings and report to work for those hours necessary to faithfully perform the duties and responsibilities of her position as in-house Town Attorney.

- 3.2 GRIFFIN shall undertake her duties promptly upon the effective date of this AGREEMENT and will diligently and faithfully prosecute the duties set forth herein in a prompt and professional manner.

3.3 EVALUATION:

The TOWN COUNCIL may make an annual review of GRIFFIN's job performance, doing so with the guidance/assistance of the TOWN MANAGER.

A short written summary of any such review shall be provided to GRIFFIN once the review is complete.

The TOWN COUNCIL may, from time to time and in consultation with GRIFFIN, establish one or more specific objectives for GRIFFIN to accomplish as in-house Town Attorney.

3.4 TERMINATION AND REMOVAL:

This AGREEMENT may be terminated and GRIFFIN may be removed from her position as Town Attorney at the discretion of the TOWN COUNCIL upon the affirmative vote of a majority of the full TOWN COUNCIL.

If the AGREEMENT is terminated by the TOWN COUNCIL for cause, then there will be no severance payment, of any kind whatsoever, due to GRIFFIN.

If the AGREEMENT is terminated by the TOWN COUNCIL without cause, GRIFFIN shall be paid a total severance payment equal to six (6) months of her salary at the salary rate in effect at the time of termination (the "Severance Payment").

Prior to voting on termination of this AGREEMENT for cause, the TOWN COUNCIL will grant GRIFFIN an opportunity for a hearing concerning whether there is cause for termination under this AGREEMENT and will provide at least one (1) week's prior notice of said hearing to GRIFFIN.

GRIFFIN may terminate this AGREEMENT at any time, for any reason or no reason, upon Thirty (30) days written prior notice to the TOWN COUNCIL and Town Manager.

Upon termination of this AGREEMENT by either party, this AGREEMENT shall be deemed null and void and no further duties or obligations, in any manner whatsoever, shall be owed by GRIFFIN or by the TOWN, except such ongoing obligations as are specifically described in this AGREEMENT.

If at the end of the term of this AGREEMENT (June 30th, 202~~6~~⁴) the TOWN COUNCIL does not wish to renew this AGREEMENT and reappoint GRIFFIN, the TOWN COUNCIL shall provide GRIFFIN with at least six months advance written notice of such intent not to reappoint (by December 30th, 202~~5~~³).

As used in this AGREEMENT “cause” shall mean:

- (a) conviction of a crime involving moral turpitude;
- (b) willful misconduct;
- (c) gross neglect of duties;
- (d) intentional non-performance of duties; or
- (e) material breach or intentional acts detrimental to duties.

SECTION 4 - COMPENSATION AND BENEFITS

4.1 COMPENSATION:

As compensation for the services she is to perform as in-house Town Attorney hereunder, GRIFFIN’s annual salary rate shall be as follows:

- a) For the contract year of this Agreement beginning July 1, 202~~3~~⁴ and ending June 30, 202~~4~~², GRIFFIN’s annual compensation rate shall be One-Hundred Eighty Thousand Dollars (\$180,000)~~One-Hundred Sixty Thousand Dollars (\$160,000)~~.
- b) For the contract year of this Agreement beginning July 1, 202~~4~~² and ending June 30, 202~~5~~³, GRIFFIN’s annual compensation rate shall be One-Hundred Eighty-Five Thousand Dollars (\$185,000)~~One-Hundred Sixty-Five Thousand Dollars (\$165,000)~~.

c) For the contract year of this Agreement beginning July 1, 202~~53~~⁶⁴ and ending June 30, 202~~64~~⁶⁵, GRIFFIN's annual compensation rate shall be One-Hundred Eighty-Five Thousand Dollars (\$185,000)~~One-Hundred Seventy Thousand Dollars (\$170,000)~~.

4.2 GRIFFIN's salary shall be payable at such intervals as is customary with TOWN employees, subject to applicable withholding and other payroll taxes and otherwise in conformity with the normal payroll practices of the TOWN.

4.3 BENEFITS:

The Town Attorney position is a non-union, FLSA exempt position. Unless specifically addressed separately herein, GRIFFIN shall be due all those benefits available to full-time non-union TOWN employees as of the effective date of this AGREEMENT at the highest level of coverage available to other non-union TOWN employees, including, but not limited to, the ability to participate in the Norfolk County Retirement system, and including all benefits available to TOWN employees under local, state and Federal law. The Town shall deduct GRIFFIN's share of the cost for such benefits from her regular paychecks at rates at least as beneficial to her as the rates provided to other non-union TOWN employees.

Should the TOWN change the benefits provided to other non-union TOWN employees during the term of this AGREEMENT, GRIFFIN may elect, at her option, to continue with the level of each benefit available as of the effective date of this AGREEMENT, or to accept the new level of each benefit adopted by the TOWN.

4.4 VACATION:

GRIFFIN shall be entitled to certain vacation time, with pay, during each fiscal year of this Agreement. Said vacation time is as follows:

Beginning in the fiscal year that starts on July 1, 202~~31~~³⁴, and in each fiscal year thereafter, GRIFFIN shall be entitled to thirty~~twenty-five~~ days of vacation. These vacation days shall accrue and be due to GRIFFIN as of the first day of each fiscal year.

GRIFFIN shall not take more than two weeks of vacation at one time unless approved by the TOWN COUNCIL.

At the end of each fiscal year, no more than 10 days of unused vacation time can be carried forward to the next fiscal year.

GRIFFIN shall be permitted to "buy back" up to 10 days of vacation time during each fiscal year of this Agreement. In order to "buy back" said time, the Employee must request the "buy back" in writing, addressed to the Town Council President and the Town human resources office. In order to be effective, said writing must be provided on or before December 31 of each fiscal year of this Agreement. Within thirty days of receipt of the "buy back" request, the Town shall pay GRIFFIN the value of the requested "buy back" vacation days at the Employee's salary rate per day that is in place at the time of the request.

If this Agreement is extended beyond its Termination Date, any unused vacation days remaining as of the original Agreement Termination Date shall carry over and be credited to GRIFFIN, up to a maximum of ten days of carried over vacation time.

If GRIFFIN is employed by the Town as the Town Attorney on June 30, 2023~~4~~ and if she has accrued but unused vacation days available as of June 30, 2023~~4~~, then she shall be permitted to roll over up to 10 days of such accrued but unused vacation time into the fiscal year beginning on July 1, 2023~~4~~ as of the Commencement Date of this Agreement.

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GRIFFIN shall be entitled to certain sick time, with pay, during each fiscal year of this Agreement. Said sick time is as follows:

Beginning in the fiscal year that starts on July 1, 2023~~4~~, and in each fiscal year thereafter, GRIFFIN shall be entitled to 15 days of sick time. These sick time days shall accrue and be due to GRIFFIN as of the first day of each fiscal year.

At the end of each fiscal year, any unused sick time may be re-categorized as Sick Bank Time for GRIFFIN, up to the maximum allowable Sick Bank Time. No more than eighty (80) Sick Bank Time days may exist at any one time. Sick Bank Time may be used by GRIFFIN as paid sick days consistent with the terms of this Agreement. GRIFFIN must inform the

Council President in the event that any time designated as Sick Bank Time is to be utilized.

Any sick days that do not become Sick Bank Time at the end of the fiscal year shall not be carried over into the next fiscal year.

Upon the termination of her employment hereunder, GRIFFIN shall be entitled to receive no compensation for any accrued but unused sick days or Sick Bank Time.

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- a. Five (5) consecutive working days off in the event of the death of said Employee's spouse, daughter, son, mother, father, sister or brother.
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GRIFFIN shall be entitled to the benefit of the following Jury Duty leave provision:

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The COUNCIL recognizes the importance of ongoing professional development on the part of GRIFFIN. The COUNCIL shall reimburse GRIFFIN for bar membership fees, the cost of membership fees and dues in professional associations, the cost of professional development conferences or seminars and the cost of subscriptions to professional journals and publications. The COUNCIL further agrees to reimburse GRIFFIN for reasonable costs of travel, food and lodging directly associated with GRIFFIN's membership and participation in certain professional associations and her ongoing professional development. Requests for reimbursement shall be submitted consistent with normal Town reimbursement procedures and may be reviewed by the Town Council.

The TOWN's responsibility to reimburse GRIFFIN for costs associated with GRIFFIN's membership and participation in professional associations and her professional development, as those activities are described in the preceding paragraph, shall not exceed Three Thousand dollars (\$3,000) in any year, calculated on a fiscal year basis.

The TOWN shall provide access to Westlaw or Lexis/Nexis.

4.10 TRAVEL AND REIMBURSED EXPENSES:

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GRIFFIN, as in-house Town Attorney, shall be indemnified by the TOWN as a municipal officer as per Massachusetts General Laws, Chapter 258, section 13, and any other applicable law, as follows:

Chapter 258: Section 13. Indemnity of municipal officials

Section 13. Any city or town which accepted section one hundred I of chapter forty-one on or before July twentieth, nineteen hundred and seventy-eight, and any other city which accepts this section according to its charter, and any town which accepts this section in the manner hereinafter provided in this section shall indemnify and save harmless municipal officers, elected or appointed from personal financial loss and expense including reasonable legal fees and costs, if any, in an amount not to exceed one million dollars, arising out of any claim, demand, suit or judgment by reason of any act or omission, except an intentional violation of civil rights of any person, if the official at the time of such act or omission was acting within the scope of his official duties or employment.

This act shall be submitted for acceptance to the voters of each town at an annual town meeting in the form of the following question which

shall be placed on the official ballot to be used for the election of town officers at said meeting:—"Shall the town vote to accept the provisions of section thirteen of chapter two hundred and fifty-eight of the General Laws which provides that the town shall indemnify and save harmless municipal officers, elected or appointed, from personal financial loss and expense including reasonable legal fees and costs, if any, in an amount not to exceed one million dollars, arising out of any claim, demand, suit or judgment by reason of any act or omission except an intentional violation of civil rights of any person under any law, if the official at the time of such act or omission was acting within the scope of his official duties or employment?" If a majority of the votes in answer to said question is in the affirmative, said provisions shall thereupon take full effect, but not otherwise.

The TOWN represents that this provision of the Massachusetts General Laws has been accepted by the TOWN and agrees that the provisions provided above shall apply to GRIFFIN.

This section 4.12 of the AGREEMENT shall survive the termination of this AGREEMENT.

4.13 DEFERRED COMPENSATION:

Beginning on July 1, 2023, GRIFFIN shall receive ten thousand dollars (\$10,000) during each fiscal year of this Agreement to support Employee's retirement planning and savings. This amount shall be received by Employee as follows. The maximum amount permitted by law, up to ten thousand dollars per year of this Agreement, shall be placed in an eligible 457 deferred compensation plan in Employee's name during the first sixty days of each fiscal year of this Agreement. Any remaining amount in any fiscal year shall be paid directly to employee, as additional compensation, and may be used by Employee in any way that Employee sees fit to support her retirement planning and savings efforts.

SECTION 5 - GENERAL PROVISIONS

- 5.1 Neither party may assign, transfer or otherwise dispose of this AGREEMENT or any of its rights hereunder or otherwise delegate any of its duties hereunder without the prior written consent of the other party, and any such attempted assignment or other disposition without such consent shall be null and void and of no force and effect.

- 5.2 Except as otherwise expressly provided in this AGREEMENT any decision or action by the TOWN relating to this AGREEMENT, or its operation, shall be made by a lawful vote of the TOWN COUNCIL.
- 5.3 This AGREEMENT is the entire agreement between the TOWN and GRIFFIN regarding the subject matter hereof and supersedes any and all prior agreements, understandings, promises, warranties and representations, whether made orally or in writing. This AGREEMENT may be changed (amended, modified or terms waived) only in writing by the TOWN and GRIFFIN by way of mutual consent.
- 5.4 This AGREEMENT is governed by, and shall be construed in accordance with, the laws of the Commonwealth of Massachusetts without regard to its choice of law rules and any dispute arising under this AGREEMENT shall be adjudicated by a Court sitting in Massachusetts.
- 5.5 Unless the parties expressly agree in writing to extend or renew this AGREEMENT, this AGREEMENT, and the employment relationship between the TOWN and GRIFFIN provide for hereunder, shall terminate upon the expiration of the term hereof.
- 5.6 If there exists, now or in the future, any conflict between the terms of this AGREEMENT and any local Town personnel by-law, Town ordinance, Town rule or Town regulation, the terms of this AGREEMENT shall prevail.

5.7 SEVERABILITY:

If any clause, article, provision or section of this AGREEMENT or any amendments thereto should be determined to be unconstitutional, illegal, unenforceable or invalid by operation of law or by any Court of competent jurisdiction, the remainder of this AGREEMENT and any amendments thereto shall not be affected thereby, shall be deemed severable, and shall remain in force and effect.

- 5.8 Each person executing this Agreement warrants that he/she is authorized to execute this AGREEMENT on behalf of the party for whom he/she signs.

- 5.9 This AGREEMENT shall be binding on and will inure to the benefit of the parties hereto and their respective heirs, successors and assigns.

[SIGNATURES ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on the day and year first written above.

TOWN OF RANDOLPH, acting by and through its TOWN COUNCIL,

By: _____
William Alexopoulos – President

By: _____
Richard Brewer, Jr. ~~yan Egan~~ – Vice President

By: _____
Christos Alexopoulos

~~By: _____
Richard Brewer, Jr.~~

By: _____
James F. Burgess, Jr.

By: _____
Natacha Clerger

~~By: _____
Ryan Egan ~~Richard Brewer, Jr.~~~~

By: _____
Jesse Gordon ~~Kenrick Clifton~~

By: _____
Katrina Huff-Larmond ~~Paul~~

McDermott

By: _____
Kevin O’Connell ~~Katrina Huff-Larmond~~

By: _____
Christine M. Griffin



TEENS

SENIOR ADULTS

Section L, Item 1.

SIGN UP THROUGH GOOGLE FORMS

SINGLE PLAYERS
bit.ly/3Ovb2wP



TEAMS
bit.ly/3rHiAng



PING PONG

TOURNAMENT

4 WINNERS! WILL IT BE YOU OR YOUR TEAM?
SATURDAY AUGUST 26, 2023
10AM-12PM

RANDOLPH INTERGENERATIONAL COMMUNITY CENTER
128 PLEASANT ST. RANDOLPH 02368

**ALL LEVELS
WELCOME**



82

EMAIL KTHEODORE@RANDOLPH-MA.GOV FOR REGISTRATION INFORMATION



CALLING ALL VOLUNTEERS!

Make an impact in your community!

The Randolph Intergenerational Community Center (RICC) is looking for dedicated individuals to join us in our mission to make a positive impact in our community. Visit our website today to learn more about this exciting volunteer opportunity. Volunteers will be contacted on a case-by-case basis!

SCAN THE QR CODE OR
VISIT THE LINK BELOW



<http://bit.ly/3JMRZLr>



therandolphicc



Randolph Intergenerational
Community Center

Randolph Community eCookbook

RECIPES NEEDED!



Your taste is important to Randolph!

Love to cook or bake? The Randolph Community eCookbook is calling on community members such as yourself to send in your favorite recipes. The eCookbook will feature diverse recipes that represent the Randolph food scene, and we want **YOUR** input.

For more information, contact
tasteofrandolph@gmail.com



**Scan this code to
submit your
favorite recipes.**

If you are passionate about food and want to make a contribution to the community, this is the perfect opportunity for you!

This is a project by a HEART Leader with the support of the Community Wellness Project.

Visit www.randolph-ma.gov/689/Youth-Engagement to learn more about us!

