

TOWN COUNCIL MEETING

Monday, January 09, 2023 at 6:00 PM

Town Hall - 41 South Main Street Randolph, MA 02368

AGENDA

In accordance with Governor Baker's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, relating to the 2020 COVID-19 emergency, the Town Council shall meet remotely to avoid group congregation.

The public is invited to attend this meeting remotely, only via phone or computer. In order to maintain safe social distancing guidelines, no physical presence will be allowed at this time. The Town Website will be updated on the day of the meeting with the phone and computer access instructions.

- A. Call to Order Roll Call Pledge of Allegiance
- **B.** Moment of Silent Prayer
- C. 2023 Council President and Vice President Elections
- D. Appointment of 2023 School Committee Representative
- E. Swearing in of Newly Elected Officers
- F. Approval of 2023 Town Council Meeting Dates
 - 1. 2023 Potential Meeting Schedule:

January 9 and 23
February 6 and 27
March 13 and 27
April 3 and 24
May 8 and 22
June 5 and 26
July 10 and 24
August 7 and 21
September 11
October 16 and 30
November 6 and 20
December 11

G. Approval of Minutes

1. Minutes of Town Council Meeting of November 28, 2022

- H. Announcements from the President
- I. Public Hearings
 - 1. Request to Submit an FY22/23 CDBG Grant Application
- J. Public Comments/Discussions
- K. Motions, Orders, and Resolutions
- L. Town Manager's Report
- M. Old/Unfinished Business
- N. New Business
 - 1. Council Order 2023-001: Prior Fiscal Year Unpaid Bills
 - 2. Council Order 2023-002: ARPA Budget Transfer
- O. Correspondence
 - 1. Invitation to the Town of Randolph Annual Martin Luther King, Jr. Celebration
- P. Committee Reports
- **Q.** Open Council Comments
- R. Adjournment

Town Council Meeting Schedule 2023

	January										Fe	br	ua	ry
S	М	Т	w	Т	F	S	•	S	М	Т	W	Т	F	S
1	2	3	4	5	6	7					1	2	3	4
8	9	10	11	12	13	14		5	6	7	8	9	10	11
15	16	17	18	19	20	21		12	13	14	15	16	17	18
22	23	24	25	26	27	28		19	20	21	22	23	24	25
29	30	31						26	27	28				

					M	ar	ch
S	,	М	Т	w	Т	F	S
				1	2	3	4
5		6	7	8	9	10	11
12	2	<mark>13</mark>	14	15	16	17	18
19)	20	21	22	23	24	25
26	5	27	28	29	30	31	

					Ap	ril
S	М	Т	w	Т	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

					IAI	аy
S	М	Т	W	Т	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

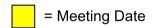
					Ju	ne
S	М	Т	w	Т	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

					Jι	ıly
S	М	Т	W	Т	F	s
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

	August												
S	М	Т	w	Т	F	S							
		1	2	3	4	5							
6	7	8	9	10	11	12							
13	14	15	16	17	18	19							
20	21	22	23	24	25	26							
27	28	29	30	31									

Dates to Remember:

Jan 1	New Years
Jan 2	New Year's "Holiday"
Jan 16	MLK Day
Feb 14	Valentine's Day
Feb 20	Presidents' Day
Apr 7	Good Friday
Apr 9	Easter
Apr 17	Patriots' Day
May 14	Mother's Day
May 29	Memorial Day
June 18	Father's Day
June 19	Juneteenth
July 4	Independence Day
Sep 4	Labor Day
Sep 25	Yom Kippur
Oct 9	Columbus Day
Oct 31	Halloween
Nov 11	Veterans Day
Nov 23	Thanksgiving Day
Dec 25	Christmas Day
Dec 31	New Years Eve



	September										C)ct	ob	er
S	М	Т	w	Т	F	s	•	s	М	Т	w	Т	F	S
					1	2		1	2	3	4	5	6	7
3	4	5	6	7	8	9		8	9	10	11	12	13	14
10	11	12	13	14	15	16		15	16	17	18	19	20	21
17	18	19	20	21	22	23		22	23	24	25	26	27	28
24	25	26	27	28	29	30		29	30	31				

		N	101	/er	nb	er
S	М	Т	W	Т	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

	December										
S	М	Т	W	Т	F	S					
					1	2					
3	4	5	6	7	8	9					
10	11	12	13	14	15	16					
17	18	19	20	21	22	23					
24	25	26	27	28	29	30					
24											



Randolph Town Council

DRAFT Meeting Minutes

Meeting Date: Monday, November 28, 2022 at 6:00 p.m., Remote Meeting via Zoom

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

Roll Call – Council Members Present: Christos Alexopoulos, William Alexopoulos, Richard Brewer, Natacha Clerger, Ryan Egan, Jesse Gordon, Katrina Huff-Larmond, Kevin O'Connell (Councillor Burgess Absent)

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

Moment of Silent Prayer: Moment of Silent Prayer held.

Approval of Minutes:

1. Minutes of Town Council Meeting of November 7, 2022

Councillor Burgess entered the meeting at 6:04 PM.

Councilor Gordon requested the following edits to the draft minutes: Councillor Gordon moved to make a correction on the November 7, 2022 meeting minutes. Under Councillor Comments number 2, "A Heart on the Mane" should read "A Heart on the Mend" and the dates should be December 9, 10, and 11 not November 15, 2022.

Motion to approve the minutes made by Councillor Clerger, subject to the corrections stated by Councillor Gordon, seconded by Councillor O'Connell.
Roll Call Vote: 8-0-1 (Councillor Burgess Abstained)
Motion Passes.

Old/Unfinished Business:

1. Councilor Order 2022-053: FY2023 Reserve Fund

Council President Alexopoulos introduced Council Order 2022-053. Town Attorney Griffin stated that this Council Order was advertised, and this is the second meeting so it is available for a vote tonight.

Town Manager Howard spoke about the intent for the reserve fund this year which will be for snow and ice, and additionally, the school project which is going out to bid sometime in mid-January so it is important to have some funds available to help with that project.

Motion to approve Council Order 2022-053 as presented made by Councillor Egan, seconded by Councillor Brewer. Discussion was held regarding other MSBA towns and the procedures for spending funds from a reserve fund.

Roll Call Vote: 9-0-0

Motion Passes.

New Business:

1. Council Order 2022-055 Authorizing the Town of Randolph to Enter into a Grant Agreement with Norfolk County for Funding Under the American Rescue Plan Act

Council President Alexopoulos read Council Order 2022-055 into the record. Town Manager Howard gave a brief explanation regarding the purpose of this Council Order which is to accept the portion of ARPA funding coming directly from Norfolk County for our allotment total of \$6,474,184.00 to fund the costs related to the Tri-Town Regional Water Treatment Plant.

Motion to approve Council Order 2022-055 for the maximum Norfolk County grant amount of \$6,474,184.00 as described by the Town Manager made by Councillor Burgess, seconded by Councillor Egan. Discussion was held regarding the different sections of monies that have been made available through ARPA. Additional discussion was held regarding a grant administrator position being perfect to review the documents associated with these Council Orders.

Roll Call Vote: 8-0-0 (Councillor Egan absent during vote) Motion Passes.

Public Hearings:

1. 6:21 PM: Special Permit Application and Site Plan and Design Review for a Proposed Remote Drive-Up Teller Unit located at 7-31 Warren Street

This is a continued public hearing. The Public Hearing was opened at the last Town Council Meeting (November 21, 2022). This hearing concerns two requests. One request is for a special permit and the second is for site plan and design review for this project. Both public hearings are being conducted together.

David Tidwell, J.P. Fine and Phil Cordeiro are all present for the Applicant.

Council President Alexopoulos: We had left it that you were going to get us some additional information that was requested by the Council. I see that that came through this morning with pictures of some signage and dimensions of the drive through sign on North Main Street, and additional signage on the drive up teller and the drive up teller canopy, the design plan on that as well, as well as the drive through signage painted on the ground, the lighting, and the request for the traffic flow.

Mr. Cordeiro: That is correct. We tried to answer the questions that were raised last week by providing clarifying information.

Mr. Cordeiro presented on behalf of Applicant. The Applicant showed some of the updated plans and information that had been submitted to the Council.

Mr. Cordeiro showed a map of the Site Plan (C-102).

Mr. Cordeiro: We want to make sure it is clear where the location of the remote drive up to layout has not changed. But we have provided inset detail to be clear on the location, that we have a concrete pad, and on top of that pad is a circular pedestal, which is the vacuum tube and communications screen, and then surrounding that is a line showing the limit of the overhead canopy.

With regard to the overall Site Plan, we have added some landscaping. Silver Maples at either end of the drive up queue. There is also additional landscaping at the island along North Main Street.

Mr. Cordeiro displayed the proposed sign plan (C-502).

We have also provided pertinent details on all of the signs that are submitted and requested for this property. The 4th sheet in the drawing set has each sign location.

At North Main Street there would be a directional sign on the island at the entrance to indicate the point of entry for HarborOne with the drive through arrow. Along the rear of the building, there is the existing red awning. That awning will be changed to blue and would have the HarborOne branding added.

On the store front there would be signage affixed to the glass doors. There would also be signage affixed to the façade of the building and the dormer with the name and insignia.

Along the existing pylon sign we seek to add a HarborOne plate on the existing sign.

On the existing tower that separates the two buildings, labeled Front Tower Signs on the plan, we seek to add the HarborOne name and insignia and a sign indicating that there is parking in the rear.

These signs were reviewed by the Planning Department and most have been approved by the Planning Department. The remaining signs, he understands, also require ZBA approval, but all the signs are being presented here as part of the Council's site plan review.

They were also asked to provide commentary on the traffic pattern and so they have added a graphic plan with the traffic pattern.

Mr. Cordeiro showed a plan with the traffic pattern (C-103).

Mr. Cordeiro: They expect some customers will enter from North Main Street. There are two entrances on North Main Street. A North and a South entrance on North Main Street. Customers can then use the teller and exit back out of one of the two access points on North Main Street or, more likely, exit through the access points on Depot Street or Warren Street. Other customers may enter through Depot Street or Warren Street, and then would have the same exit options. The expected traffic flows are shown with arrows on the plan.

Customers could also drive in and park in front of the building and use the lobby entranced to go into the bank during normal business hours.

The last item that was mentioned at the last meeting was the hours of operation of the facility. We are not seeking inclusion for 24 hours on the Special Permit. The current hours of operation at the bank, and the hours that are submitted as the expected hours at this location, are as follows:

Lobby –

8:30am to 4pm, Monday-Wednesday;

8:30am to 6pm, Thursdays;

8:30am to 5:30pm, Fridays; 9am – 1pm, Saturdays; Closed, Sundays.

Drive Up – 8:30am to 4pm, Monday-Wednesday; 8:30am to 6pm, Thursdays; 8:30am to 5:30pm, Fridays; 9am – 1pm, Saturdays; Closed, Sundays.

Those are the changes and additional information submitted as requested by the Council.

Councilor Burgess: Point of Information to the Town Attorney – have you looked into the 24 hour business issue?

Town Attorney: Yes. We have a number of Special Permits out there. Many are drive throughs without 24 hour Special Permits. Some are bundled together with 24 hour Permits. It seems to be largely driven by what the applicant sought. The Special Permit section of the Ordinance itself is focused only on hours of operation, not on the nature of the business.

Councilor Gordon: He and his wife are regulars at the site using the Dunkin Donuts. He likes the additions to the plans today, especially the signs and the landscaping. The issue that he is focused on is the trash that sometimes builds up across from the Depot Street entrance. There is a rail trail there. He has spoken to the other businesses in that complex and they are willing to help with the cleanup of that spot. It is a mess. It is hard to get to. It is immediately adjacent to this area. It's a good place to clean up and he invites them to participate in the cleanup.

Councilor Huff-Larmond: Thank you to everyone for clarifying your plans and giving us more information. The arrows on the traffic pattern map make a big difference. She appreciates that the plans are clear to all who are watching. She is still not convinced that there are not going to be some problems with the traffic at the bank and the Dunkin Donuts during busy hours, but she appreciates the new plans.

Councilor Burgess: The new plan that we would be referencing in the Special Permit, does it have a revision date?

President Alexopoulos: The new plan has a revision date of November 23, 2022.

Councilor O'Connell: I do like the new traffic plan with the colors. I would still like the North entrance on the North Main Street side to be an entrance that goes in only but not an exit that goes out and I would like to see a speed bump right there. There is a speed bump there, I checked. I would like to see you keep that. But other than that, I have no problems with anything else.

Councilor Burgess: They have talked about the traffic pattern, but I do not see any signage that would support their traffic pattern on the map. There is no "right turn only" sign. There is just a stop sign. So, I would like that to be included in the motion, if they are going to suggest that there is a prescribed traffic pattern.

President Alexopoulos: Mr. Cordeiro please explain panel number 10 on page three, where you have drive through and what looks like directional signage.

Mr. Cordeiro: We are not proposing turn restriction signage, so there is none on the plans \(\) We noted the drive through pavement markings in detail 10 on sheet C-501. We would endeavor to put those at the rear of the site.

Mr. Fine: I believe we do show right turns in green on the traffic plan coming out onto North Main Street. The intent is to have those cars coming out onto North Main Street turn right. It is definitely awkward trying to cross over that section of North Main Street. If there is not signage on the map that says "right turn only" or "no left turn" or a crossed-out left arrow, or something like that, we would be willing to add signage that would encourage people to take a right and not a left as they turn out onto North Main Street.

President Alexopoulos: On both entrances onto North Main Street?

Mr. Fine: Yes, I think that makes a lot of sense.

Councilor Gordon: I am looking at the street view of the CVS across the street and they have a "right turn only" as well, and it is mounted on the stop sign. Are those Town signs?

President Alexopoulos: No, those signs are by CVS.

Councilor Burgess: Those were part of the CVS permit.

Councilor Gordon: Then, I think that is pretty reasonable.

Mr. Fine: I do think it is reasonable. I think it would be safer if cars are taking a right. I think that is what they usually do. I think it is daunting to take a left there. But we would be happy to put a sign at both of those entrances/exits showing right turn only.

President Alexopoulos: Let the record reflect that the Property Owner will install two "Right Turn Only" directional signs at both of the entrance/exits on North Main Street. Maybe you can send us a new updated plan once we vote this this evening for inclusion with our packet?

Mr. Cordeiro: We would be happy to. We will add it and send it to your clerk.

President Alexopoulos: Any other questions?

Councilor O'Connell: On that same spot, at that North Main Street entrance, can we make that "in" only with a "do not enter sign" going out, and the other second entrance on North Main Street can be an entrance and an exit going both ways, but with a "right turn only" sign?

Councilor Burgess: Are you talking about the Northerly entrance on the North Main Street side being "in only"?

Councilor O'Connell: I am talking about the North Main Street entrances. I am going to refer to the colors on the traffic plan. I am talking about where the pink arrow is, coming in. Get rid of that green arrow going out. Just make it "in only", and the other North Main Street entrance can just stay the way they have it drawn.

Mr. Fine: They are pretty wide entrances/exits, and we would prefer not to limit the traffic because we think that there is plenty of room for the cars to maneuver. It also could cause some confusion over which entrance you are supposed to go in or out of. I think the cleaner way to do it is just to limit the dangerous movement, which is crossing over the center lane of North Main Street and going left, but

allow people to turn right onto North Main Street. I'm hoping that make sense. If they we and there was a conflict between cars coming in and out I would agree, but they are both quite wide and very much designed for two way traffic.

Councilor Burgess: How are you addressing the speed bump issue?

Mr. Fine: I would be happy to put the speed bump back in if it's not there. I am not sure if it is actually there on site currently or not. It might just be relocated so it's not directly adjacent to the entrance and the drive through queue. If it is on site now, great, it just might have to be relocated. Maybe it needs to be just adjusted a little further down so it is not right where the entrance to the drive through is.

Mr. Alexopoulos: I believe there might be two speed bumps there right now.

Councilor Huff-Larmond: There are.

Mr. Fine: Nothing that is there would go away unless it conflicted with the entrance to the drive through, and if it does conflict with the entrance, we would just relocate it.

Councilor Huff-Larmond: I want to make sure we are being considerate to the other businesses that are in this complex. When I am looking at the traffic pattern, I am looking at it on behalf of all the businesses. When I look at Five Guys, for example, people park in back, and then probably exit through those North Main Street exits, where the green arrow is.

Councilor O'Connell: That's the reason I want to get rid of that top green arrow. If someone wants to go up North Main Street towards Milton, they are going to use the top to cut across. Lower is harder to cut across, because the traffic is usually backed up to there. So, I want to eliminate that danger by making sure no one goes left out of there.

Councilor Huff-Larmond: There are restaurants in there now. Do people do that now? I have not seen that as a current traffic pattern.

President Alexopoulos: Mr. Fine has agreed that they will install a "right turn only" sign at each exit, so they won't be able to make a left hand turn coming out.

Mr. Fine: If there is a concern, I think that is the concern, that they would go left coming out of those entrances based on the design and layout of those entrances. If the traffic is backed up at the intersection, the entrances/exits allow cars to access the road a little further down, which actually might be safer.

Councilor Huff-Larmond: That is a great idea. However, does it affect the other businesses in the area? Do they have to agree on these changes?

Councilor Burgess: There should be two existing signs there currently based on prior permits.

President Alexopoulos: And with the businesses across the street, they have signs limiting turns as well.

Councilor Burgess: The entrance to the bank on that side is also one way.

Councilor Huff-Larmond: I understand that, but if they put up extra signage, do we need to consult with or consider the other businesses in this complex?

Mr. Fine: The owner of the property has control over the layout of the parking lot. We definitely have their best interests in mind and want to promote their businesses as much as we can, but I don't think

anyone will have a problem with that. As Mr. Burgess points out, it makes sense that that been the original design or intent, because there is a double yellow line in the middle of North Main Street. It would make sense that you would have to take a right turn coming out. We are very much ok with that. It predates my involvement in the plaza when this parking lot was approved, so I don't recall the permitting or the signage, but it makes a lot of sense.

Councilor Clerger: I am struggling with my charger. My phone keeps dying. My intention on this matter is to vote in the positive on the Special Permit.

President Alexopoulos: We will have to wait and vote when we vote.

Councilor Brewer: It was always "right turn only" there over the years, but a plow or something probably took the signs out. They will have to be replaced. Kevin, what about if we paint arrows on the ground to indicate, also, to take the right turns? That should help the traffic flows. And anybody who goes across will tie up traffic. But I don't think you'll see it if you paint the arrows on the ground showing the traffic flow.

Mr. Fine: That is an excellent suggestion. The painted street arrows are very effective. We would be happy to paint right arrows coming in and right arrows going out.

Councilor Burgess: I have a motion.

I move to grant a Special Permit for the purpose of a drive through, a teller operation, for banking operations, for the property at 7-31 Warren Street as requested by the Applicant pursuant to applicable law and specifically as show on plans C501, C502, and C102, as presented to us and as amended, with the conditions that they are instructed to include the new vegetation that is shown on the plans, the painted asphalt signage indicating traffic patterns as approved at North Main Street, the speed bumps, one or two, as may be relocated on site so as not to conflict with the entrance or egress of the banking teller operation, and that the signage for the kiosk is approved per the Town Council with the condition that on the tower the signage is directional only, as the applicant already has a sign on the front of the building and there is going to be one on the kiosk and one on the rear of the building, but that the Town Council has no objection to the signage as presented coming off of North Main Street, that the Council finds that the use is in harmony with the purpose and intent of the zoning ordinance, that it is not detrimental to the zoning district nor the abutters, and that the Council finds that the other findings and requirements of the ordinances for the issuance of a Special Permit have been met.

Discussion was held about the form of the motion.

Motion was seconded by Councilor Brewer.

Roll Call Vote: 9-0-0.

Motion passes unanimously.

Discussion was held regarding the form of additional motions to approve the Special Permit.

Motion was made by Town Council President Alexopoulos, Seconded by Councilor Egan, as follows:

The Town Council finds:

-that the adverse effects of the proposed use will not outweigh its beneficial impacts to the Town and to the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to the site;

- -that the proposed use is acceptable in light of the requirements contained in the Town Zon Ordinance and the Table of Allowable Activities;
- -that the proposed use is in harmony with the general purpose and intent of the Zoning Ordinance;
- -that the proposed use is consistent with the Town Master Plan;
- -that the proposed use is acceptable, in light of traffic flow and safety concerns, including parking and loading;
- -that the proposed use is acceptable in light of the adequacy of utilities and other public services;
- -that the proposed use is acceptable in light of the impacts of the proposed use on neighborhood character;
- -that the proposed use is acceptable in light of the impacts of the proposed use on the natural environment; and
- -that the proposed use is acceptable in light of the fiscal impacts of the proposed use, including impacts on Town services, the tax base and the employment considerations;
- and hereby votes to grant the Special Permit pursuant to the Town of Randolph Zoning Ordinances and all other applicable law with the following conditions:
- -they are instructed to include the new vegetation that is shown on the plans,
- -they are instructed to include the painted asphalt signage indicating traffic patterns as approved at North Main Street,
- -they are instructed to include the speed bumps, one or two, as may be relocated on site so as not to conflict with the entrance or egress of the banking teller operation, and
- -that the signage for the kiosk is approved per the Town Council with the condition that on the tower the signage is directional only,

Further discussion was held regarding the form of motion to approve the Special Permit.

Roll Call Vote: 8-0-1 (Burgess abstained). Motion passes.

Motion made by Councilor Egan, Seconded by Councilor Brewer, to approve the Applicant's Site Plan and Design Review Request as follows:

After due consideration of the Applicant's request for relief and based on the facts that have been submitted to the Town Council, including the Applicant's written submissions and the testimony and comments presented to the Council during the public hearing, and based on the recited findings, above, I move that that Town Council grant the requested approval of Site Plan and Design Review pursuant to the Randolph Zoning Ordinance, the applicable Town Council policies and procedures, and all other applicable law to permit the construction and operation of a Remote Drive-Up Teller Transfer Unit and a queue area for 5 cars to be located at 7-31 Warren Street in Randolph, as described in the Applicant's Application, without conditions other than those described in the vote on the Special Permit. The conditions are as follows:

- -they are instructed to include the new vegetation that is shown on the plans,
- -they are instructed to include the painted asphalt signage indicating traffic patterns as approved at North Main Street,
- -they are instructed to include the speed bumps, one or two, as may be relocated on site so as not to conflict with the entrance or egress of the banking teller operation, and
- -that the signage for the kiosk is approved per the Town Council with the condition that on the tower the signage is directional only,

Roll Call Vote: 9-0-0.

Motion passes unanimously.

Council President Alexopoulos: To the Applicant, Congratulations. As discussed, please gwith the revised plan with arrows, signage, etc.

Mr. Cordeiro and Mr. Fine indicate that they will do so.

Council President Alexopoulos: Next meeting is next week, December 5, 2022.

Adjournment:

Motion to adjourn was made by Council Vice President Clerger, seconded by Councilor C. Alexopoulos.

Roll Call Vote: 7-0-0 (Burgess and Egan absent)

The meeting was adjourned at 7:20 PM.



M E M O R A N D U M

To: Randolph Town Council

Brian Howard, Town Manager

Michelle Tyler, Director of Planning

From: Cassie Boyd Marsh, Bailey Boyd Associates, Inc.

Subject: FY22/23 Randolph CDBG Grant Application

Date: December 28, 2022

The Massachusetts Department of Housing & Community Development has recently announced their CDBG grant round and application deadline. Because of delays due to Covid, this year DHCD is combining two grant years, and as a result, the town of Randolph has an opportunity to apply for up to \$1,350,000. We are proposing to submit the grant to continue the popular housing rehabilitation and childcare subsidy programs.

The Housing Rehab Program would fund 21 households with a 0% interest deferred-payment forgivable loan, making repairs of up to \$50,000 to keep low and moderate-income residents in their homes. Code repairs, weatherization, and health & safety violations will continue to be the priority. All applicants are accepted on a first-come/first-served basis.

The Childcare Subsidy Program would provide up to \$7,000 per eligible child to subsidize care while parents work, go to school or seek employment. The funds go directly to the participating certified childcare provider based on the child's attendance. These funds subsidize the parent's payments on a sliding scale basis.

In the current grant, these two programs have received a great deal of interest and support from residents, demonstrating a continued need for these services. As always there is no cost to the town and an enormous benefit to residents.

The following motion may be useful as you consider this vote:

<u>Proposed Motion</u>: Move to submit an FY22/23 CDBG grant for housing rehabilitation and childcare subsidies and to authorize the Town Manager to sign the grant application and associated forms.



IMPORTANT NOTICE
The outcome of this proceeding may limit or completely take away the above-named person's right to make decisions about personal affairs or financial affairs or both. The above-named person has the right to ask for a lawyer. Anyone may make this request on behalf of the above-named person. If the above-named person cannot afford a lawyer, one may be appointed at State expense.

WITNESS, Hon. Patricia Gorman, First Justice of this Court. Date: December 21, 2022

> Colleen M Brierley Register of Probate

AD# 8228512 PL 12/27/2022

Randolph FY 22/23 CDBG Grant

LEGAL NOTICE PUBLIC HEARING FY22/23 RANDOLPH CDBG GRANT

The Randolph Town Council will hold a Public Hearing on Monday, January 9, 2023, at 6:15 pm at Randolph Town Hall, 2nd Floor, 41 South Main Street in Randolph, MA to discuss the town's FY22/23 CDBG application including housing rehabilitation and childcare subsidies serving residents of Randolph. Residents are invited to participate and will be heard. Written comments will also be accepted and considered and must be submitted by January 9, 2023, at 9:00 am.

Residents may also join the meeting by computer, table or phone at:

Join Zoom Meeting: https://us02web.zoom.us/i/864 95385600

Or One tap mobile : +13017158592, 86495385600# Or Dial: +1 301 715 8592 Webinar ID: 864 9538 5600

For additional information or questions please contact Cassie Boyd Marsh, grant administrator, at 508-430-4499 x2.

AD# 8190194 PL 12/20 & 12/27/2022 Council Order: 2023-001 Introduced by: Town Manager Brian Howard January 9, 2023

Prior Fiscal Year Unpaid Bills

To see if the Randolph Town Council will vote to transfer \$6,586.28 to pay certain prior year unpaid bills related to the General Fund and Water/Sewer Enterprise Fund as identified in the charts below:

	GENER	AL FUND	
SOURCE		USE	
Description	Amount	Description	Amount
FY23 Police Expenses	\$ 2,718.48	Ricoh	\$ 262.76
		Ricoh	\$ 538.53
		Occupational & Env Health Network	\$ 1,000.00
		GBH	\$ 862.19
		Mass DOT - Pay by Plate	\$ 30.00
		Mass DOT - Pay by Plate	\$ 25.00
FY23 Technology Expenses	\$ 1,436.73	Brian Howard - Zoom Reimbursement	\$ 1,436.73
FY23 DPW Highway Expenses	\$ 624.54	Verizon	\$ 624.54
FY23 Other Benefits Expenses	\$ 1,380.39	Boston Mutual Life Ins. Co.	\$ 1,380.39
FY23 Operations Expenses	\$ 128.14	Eversource	\$ 128.14
FY23 Town Council Expenses	\$ 199.00	John Guilfoil Public Relations	\$ 199.00
TOTAL	\$ 6,487.28	TOTAL	\$ 6,487.28

ENTERPRISE FUND										
SOURCE				USE						
Description		Amount		Description			Amount			
FY23 Water Expenses	\$	99.00		Verizon		\$	99.00			
TOTAL	\$	99.00			TOTAL	\$	99.00			

Explanation: These invoices were not known at the time that year end budget transfers were presented and there is insufficient available budget remaining in FY22 to encumber the obligations.

Council Order: 2023-002 Introduced by: Town Manager Brian Howard January 9, 2023

Transfer of ARPA Revenue Loss Funds

To see if the Randolph Town Council will vote to transfer \$2,216,200 from the ARPA Coronavirus State and Local Fiscal Recovery Funds Revenue Loss to the various FY23 General Fund Operating Budgets, FY23 Enterprise Budget and Capital item as shown below:

Department		Salary		Expense		Total
Police	\$	600,000	\$	185,400	\$	785,400
					\$	-
Vehicle Fuel			\$	99,500	\$	99,500
					\$	
DPW Highway	\$	71,800	\$	61,500	\$	133,300
					\$	-
Operations			\$	116,000	\$	116,000
					\$	-
Refuse Collection			\$	350,000	\$	350,000
					\$	
Utilities			\$	400,000	\$	400,000
					\$	
Treasurer/Collector			\$	125,000	\$	125,000
			_		\$	-
Legal			\$	25,000	\$	25,000
	1.				\$	-
Library	\$	15,000			\$	15,000
					\$	<u>-</u>
Community Programs			\$	12,000	\$	12,000
					\$	-
				TOTAL	\$	2,061,200
Department		Salary		Expense		Total
Water			\$	120,000	\$	120,000
	\$	120,000				
				TOTAL		•
Department	Capital				Total	
Police	Cruiser					35,000
	\$	35,000				

Departmental Descriptions:

<u>Utilities: \$400,000</u> The current budget for utilities is almost 60% expended with only five months being paid. With the rising utility costs and seven months remaining in the payment

cycle, a transfer of \$400,000 would bring the percentage currently used to 34%. This is where it should be at this point in the year. (Janine Smith)

<u>Treasurer/Collector Expenses: \$125,000</u> This is solely related to the Treasurer's cash book project. The cash book, which should be maintained on a daily basis, had not been for almost all of FY22. This led to the inability to reconcile bank statements each month and we ultimately could not compare the Treasurer's tracking of cash to the Accountant's tracking of cash. This is a huge breakdown in process and internal control. The Town brought CLA on as consultants to bring this work up to date through June and to transition the work, as well as train the Town's new Treasurer/Collector on the process for July and moving forward. (Janine Smith)

Community Programs - Community Pool: \$12,000 The exhaust fan turned off after a breaker tripped over a weekend. After two days with no exhaust fan, the humidity caused mold issues at the pool. The \$12,000 would cover mold remediation, ceiling tiles, electrical work, a remote humidity sensor, and flooring for the changing rooms on the pool deck. (Liz LaRosee)

<u>Turner Free Library: \$15,000</u> Two full-time librarians have been on maternity leave and one full-time librarian has been on FMLA this Fall. Three full-time staff, out of office at the same time, necessitated the need to hire two temporary professional librarians to cover programming as well as building supervision. (Liz LaRosee)

<u>DPW - Expenses: \$61,500</u> CDL Classes and Certification is \$21,500. This would cover the cost for four new hires in the DPW to achieve this necessary license, as required by union contract, but also to meet the needs of the department. Holiday Lights are \$40,000. These funds will be used to meet the requests by the Town Council to increase the holiday displays around town. (Chris Pellitteri)

DPW - Water (Blue Drop): \$120,000 This will pay for the current water dispenser for the year (\$60,000). The first year of the water dispenser was covered by a state grant. In addition, we are looking to add a second location in North Randolph (\$60,000). (Brian Howard)

<u>DPW - Salaries: \$71,800</u> The DPW has requested a supplement to the overtime budget for the remainder of FY23 of \$25,000. The main drivers of the overtime budget are continuing weekend service calls for traffic accidents and weather related issues. For example, the staffing needed a few weeks ago due to the severe rain and wind storm that caused damage around town (particularly to the Deer Park area). Finally, \$46,800 in retirement costs for employees Hoey and Doyle. (Chris Pellitteri)

Operations - Expenses: \$116,000 The breakdown is as follows: \$65,000 for ACP Cleaning Services at Town Hall and Stetson Hall. ACP was previously being paid for from CARES Act funding. ACP has done an excellent job for the Town. \$19,500 for the replacement of the roof at Turner Lane. At this time, the roof leaks have had a minimal impact for the food pantry. However, it has caused damage on the second floor. We need to repair the roof first and then develop a plan for further repairs on the second floor. \$31,500 for HVAC engineering, consultation and design services, and the development of bid documents for the HVAC system at the Town Hall. The current HVAC system is 25 years old and in dire need of replacement. (Brian Howard)

<u>Vehicle Fuel - Expenses: \$99,500</u> This figure is based on the state fuel contract between the Town of Randolph and fuel vendor Global Montello and is based on us using our contracted fuel amounts. The town will be paying a higher fuel cost for the remainder of the fiscal year. Chief Cassford has reviewed the fuel usage for the same timeframe last fiscal year from all departments. He expects the town fuel budget will need an estimated additional \$99,500.00 to make it through to the end of the year. Barring any unforeseen issues this amount should be sufficient. (Chief Cassford)

<u>Legal Expenses: \$25,000</u> As we continue to negotiate with our three largest unions over the course of this fiscal year, I want to ensure we have the funds available to complete the process so I am requesting additional funds for labor counsel. (Brian Howard)

Police Salaries- Overtime: \$600,000 These funds are needed to maintain the current staffing needs to properly handle the call volume of our department as well as the unanticipated needs of OT related to major incidents. During the last two years, the losses of Officer Beal and Lt. Chaplin, the career ending injury to Officer L'Italien, the retirement of three officers, as well as extended injuries to other officers, plus the buyout disbursements to some of these officers in this fiscal year creates the need to request these funds. The shifts of each of these officers continue to need OT coverage until our new recruits graduate the academy and complete departmental field training. It takes over a year to fill a void and have a properly trained officer on the street (civil service process, academy time, and field training). In addition, other OT costs are impacted by Covid related coverage, FMLA requests, and large-scale investigations, such as the murder at Mojitos.

The Town Council has been very supportive as we attempted to hire ten new officers. However, only four recruits will graduate in February and two more in May. We expect that after the field training program the officers will be on the road by early Summer. The goal is to add additional officers, but the candidates originally slated for recent academies were unable to pass the physical fitness standards required for the academy or were not able to complete the academy. (Chief Marag)

<u>Police Expense - Computers: \$35,000</u> A number of department computers have been replaced and repairs have been needed to maintain current operations on older units. The repair costs on the older computers continue to increase and it would be far more cost effective to replace these units. In addition, when the computers are down for repair, it impacts work flow in a very busy department. (CM)

<u>Police Academy Tuition/Equipment: \$65,400</u> To support the hiring of 6 new recruits and personal equipment. The academy tuition cost is \$3,500 per recruit and \$7,400 per officer to properly equip with protective vest, duty gear, Glock pistol, patrol rifle, ammunition, and portable radios. (CM)

<u>Police - Repair and Maintenance for Vehicles: \$25,000</u> Maintaining a proper replacement and maintenance schedule is imperative. Repairs and maintenance costs are continuing to escalate this year. At the forefront of this issue is the need for officers to safely respond to calls for service in the community. When cruisers are out for repairs or have been involved in

crashes, finding a proper vehicle for patrol can be challenging. Thus, the need for properly equipped and well-maintained cruisers is critical. (CM)

<u>Police - Police Cruiser: \$35,000</u> These funds will be added to the capital request from June. This is due to a shortage of vehicles & price increases. In particular, the Chevy Equinox is no longer available. (CM)

<u>Police - Body Cameras: \$15,000</u> To support additional body cameras for new hires. The rest of the funds for the body cameras will be coming from a \$35,000 grant we received this year.

<u>Police - Server for the Access Control System: \$25,000</u> The ACS tracks all doors and alarm systems within the station. This is an important component for maintaining a secure facility and officer safety; also to monitor detainees as required by EOCPS. The server is failing and needs replacement. (CM)

Police - Added Radio Coverage: \$20,000 Officers have been experiencing coverage issues with the police station via the radios in certain "dead areas" of town. This is not expected to be an issue once the BRECC (regional dispatch center) is up and running. In the meantime, the department is working with Braintree PD's radio staff to find a solution until we merge. Our current radio provider, Cybercom, has assisted in troubleshooting what is causing the issue. Multiple receivers need to be added that would fix the issue as well as be compatible with the BRECC in the future. (CM)

Refuse Collection/Mattress: \$350,000 We have seen a sharp increase in tonnage based on residents being home during the pandemic and more people using delivery services such as *Amazon*, *Instacart* and *Target*. As a result, solid waste tonnage increased by 6.47% and recycle tonnage increased by 3.3% from FY20 to FY21. In FY22, we saw a 2.63% decrease in solid waste tonnage and a 2.89% decrease in recycle tonnage; however, the tonnage for both is still above pre-pandemic averages. The main driver in additional cost is recycling. In FY22, there were nine months where the recycling cost was zero dollars (\$0.00) per ton and one month was even credited back on the invoice by \$3.66 per ton. On average, the cost for recycling in FY22 was \$5.00 per ton. As we entered FY23, the cost to recycle per ton rose sharply and without warning. Recycling cost per ton rose from an average of \$5.00 dollars per ton in FY22 and in less than 60 days, it rose up to \$117.91 per ton in FY23, which is a 184% increase. I expect that we will need an additional \$250,000 to finish the fiscal year.

In addition to the 184% increase in cost to recycle, new regulations requiring the recycling of mattresses and textiles became effective in FY23. Across Massachusetts, common household items such as mattresses, box springs and textiles are now banned from the municipal solid waste stream and must be recycled. As a result, it is anticipated that this new recycling requirement may increase costs by as much as *One Hundred Thousand dollars*, \$100,000.00, including unanticipated startup cost associated with this new program including education, advertising, printing, supplies, used mattress storage, textile storage, used mattress transportation and disposal cost for rejected or unacceptable materials, intended for recycling.

In conclusion, the curbside trash, recycle and yard waste program is expected to increase by \$250,000.00 and the new recycling requirement for mattresses and textiles will increase operating costs by an additional \$100,000. The total program costs for FY23, including the

mattress and textile program and the 184% increase in recycling costs are anticipated to exceed the existing budget by \$350,000.00. (Gerard Cody)

DR. MARTIN LUTHER KING JR. COMMITTEE

December 31, 2022

Dear Town Council:

You are cordially invited to the Town of Randolph Annual Martin Luther King Jr. celebration, which will be held at the following time and place:

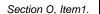
> Monday, January 16, 2023 10:00 AM – 12:00 PM The Randolph Elks Lodge 21 School Street; Randolph, MA

The aim of the program is to honor the continued relevance of Rev. Dr. Martin Luther King Jr.'s legacy today. We would be honored to have your attendance. Please let us know if you will be joining us.

Sincerely,

The Randolph Dr. Martin Luther King Jr. Committee

Dr. Martin Luther King Jr. Committee RandolphMLKJr@gmail.com





Rev. Dr. Martin Luther King, Jr.



"Faith is taking the first step even when you don't see the whole staircase"



Guest Speaker: Dr. Charles Daniel, PhD, LICSW Founder and CEO of Fathers' Uplift

Monday, January 16, 2023 10:00 AM - 12:00 PM Doors Open at 9:30 AM Randolph Elks Lodge 21 School St., Randolph, MA



If you have questions please contact us at; randolphmlkjr@gmail.com 22

