

Social Service PILOT and Comparative Impact Study Committee  
Conference Room 2 7:30 PM Memorial Building Framingham, Ma

Minutes

October 11, 2005

**Note:** If a word or sentence is blue and underlined click for the link.

Attendance: Bob Berman, Yaakov Cohn, Dawn Harkness, Cynthia Laurora., Laurie Lee, Jim Palmer, Wes Ritchie, Nick Sanchez: Late: Steve Orr (7:56)

Meeting called to order at 7:38 PM.

**Minutes of 10/6//05 meeting:** Minutes discussed and approved as corrected.

**Motion to accept**

Vote: 8 in favor 0 opposed 0 abstain

Bob Berman reviewed his outline of a power point presentation to present to town meeting. It is a simple outline of how we were formed, who we are, what have we done so far, what is our timeline and what are we doing going forward and how can others get involved.

The corrections included:

- Calling us the PILOT/Impact Study Committee, to be confirmed from our August update
- Emphasizing the true diversity of opinions in our group and the need to hammer out details due to vagueness of the charge
- Removing specific dates from the timeline and just saying we hope to have a report by the annual town meeting
- Change focus to focused

**Motion to adopt the presentation:**

Vote: 8 in favor, 0 opposed, 0 abstain

Members of the committee will appear with Bob at the front table during town meeting

The group agreed to meet on October 25<sup>th</sup> and to focus on the comparative communities.

Steve Orr brought up the issue of Kurt resigning. Bob Berman thought there was nothing to talk about yet. Steve recommended that the group ask Kurt to not submit his resignation and that he shows up when he can. Bob said that any individual can make that request of him to reconsider.

Dawn wanted to make a comment about Kurt's letter to the committee about his resignation. She was upset when she read it that he received a phone call from a member of this committee and that someone suggested that he was appointed to keep tabs on us.

Mr Orr commented that no one said that. Dawn said that that was his perspective.

She found him to be thoughtful and honorable and that he wouldn't say that if it were not true and it was clearly part of the motivation for why he chose to resign.

Dawn said: "I think it is highly inappropriate for anybody to suggest that anyone on this committee is on this committee for any other reason than they are committed to do the work... There are going to be times when there will be individual circumstances that may prevent us from attending a meeting or even having to resign but I think that it was absolutely wrong for a member of this committee to call him up and suggest that and I would like to suggest in the future that ,that, never happen again. If you have a problem with a member of the committee you should discuss it with the chair and if the chair needs to discuss a member of this committee's attendance or participation it should come from the chair, not from anybody else. That should come from the chair and no one else.

Steve said that he was the one that called Kurt and it is important that he speaks up because Dawn's perception of the semantics that came in that letter is wrong. When Kurt first came onto the committee he made a comment saying that he was on here to keep tabs on everybody else. I never called him up to let him know that I was concerned about that aspect of the comment, but I did call him up because of the fact that he had missed meetings and the subcommittees were brewing...he knows that I did not call him up to instigate him into resigning.

Dawn said with all due respect , you skipped a meeting to attend another meeting

Jim recalled that Kurt said he would be late often and miss some meetings. He would also prefer all comments going through the chair.

Bob ended the discussion and asked if the group want to consider other communities, which the property and income group is waiting for, or continue with the social service survey.

Jim asked him if was going to pull them out of a hat or if he has towns to give us. Bob said no, neither.

Dawn suggested we continue with the survey. Bob asked Nick if his property group is OK with that. Nick said they would like to get on with the study but if it is the next thing we do it is OK.

## **Social Service Survey continued**

### **Facility Specific Questions**

The issue of units and the applicability of residential housing was discussed. The group decided to leave any follow up clarifications for a later time if need be.

Changes to last bullet item "How many people may be served" accepted

Would you please provide a complete list of addresses for properties owned, rented or otherwise used in Framingham? Please provide the following information:

- What year did you first occupy the property?
- What is the tax status and use, i.e. is it commercial or residential?
- How much property tax do you pay?
- How many residential units (as defined by the enclosed U.S. Census Bureau definition) are in each building?
- What is the maximum capacity of people that can be served in each building?

To ensure accuracy, the committee would appreciate being informed of any changes to the list, for the duration of our study.

**Motion to accept Facility Specific Questions** with the inclusion of the US Census Bureau definition, and with the understanding that if necessary we will address the issue of housing units owned by social service agencies, and whether they are included in our definition:

Vote: 8 in Favor, 0 Opposed, 1 Abstain

### **Program Specific Questions**

Issue raised regarding the need to define what a Framingham resident is and what not previously a Framingham resident is. There are many definitions and we need to establish one that fits our task.

Changes to formatting residency question changed for consistency. Part A and B added to question 5 to detail the number of clients served per year. Question 11 added by Nick Sanchez

Please provide the following information for each program in Framingham:

1. Name
2. Description and date of origination
3. Funding source or sources
4. Client capacity
5. Total number of clients served per year
  - A. What is the number of clients per year served outside of Framingham?
  - B. What is the number of clients per year who live outside of Framingham, but who come to Framingham for services
6. Number of clients served per year, who were not previously Framingham residents before utilizing any services
7. Number of Framingham Public School students that are either themselves or their families using your services
8. The number of Framingham Public students who were not previously Framingham residents
9. The number of students who are in special education programs
10. What are the standards by which you measure your results with clients?

11. Has the program been evaluated by the State? Please provide the sources available.

**Motion to approve Program Specific Questions**

Vote: 9 in Favor, 0 opposed, 0 abstain

**What siting criteria does your agency use?**

The issue of open ended questions was raised. Is the multiple choice aspect of listing specifics really open ended?

Minor change to question #1 raised by Dawn and accepted.

**Motion to change question #2 to read:**

What are the factors that affect your decision to site facilities and programs in Framingham other than funding agency guidelines?

**Amendment to above Motion** to use the new question as question 2 A and to also use the current question #2 as 2 B and to offer these as an option to the agencies to answer either A or B or both.

Vote on Amendment : 6 in favor 2 opposed 1 abstain

**Motion to accept motion to change question #2, with the amendment**

Vote 7 in favor 1 opposed 1 abstain

**What siting criteria does your agency use?**

1. What are the funding agency guidelines in deciding to site facilities and programs in Framingham?
2. Please answer either 2A or 2B or both:
  - a. What are the factors that affect your decision to site facilities and programs in Framingham, other than funding agency guidelines
  - b. What are the factors that affect your decision to site facilities and programs in Framingham, other than funding agency guidelines? Please rank on a scale of 1 – 10 , where 10 is extremely important and 1 being not important, how the following affect your decision to site facilities and programs in Framingham:
    - Framingham’s transportation resources
    - Proximity to other agencies, programs and organizations.
    - Job opportunities for your clients.
    - Affordable housing for your clients.
    - Town of Framingham infrastructure
    - Grant requirements
    - Clients

**Motion to accept What siting criteria does your agency use?**

Vote: 8 in favor, 0 opposed, 1 abstain

### **General Agency Questions**

The issue of determining residency came up again. How do we define pre-existing? What factors do we use to measure this for our study? The dilemma was summed up by Bob as the real question we are trying to get at is:

How many people became Framingham residents based on coming to Framingham to enter a social service program?

We mentioned that to determine that we would need a timeline of places lived in the past.

Have we asked this in the program section when looking for the number of clients served who were Framingham residents before utilizing services?

Has this been clarified?

Minor changes to the history questions were discussed and accepted.

### **Motion made by Steve Orr to create a section A to both question #3 and #4**

3A Please provide the number of people from outside of Framingham that are referred to your Framingham programs by your agency and other agencies for each of the last 10 years.

4A Please provide the number of people from Framingham that you refer to agencies in other communities for each of the past 10 years.

Vote on motion

8 In favor, 1 opposed, 0 abstain

### **General Agency Questions**

1. Do you pay any fees for services provided by the Town of Framingham? Please be specific and include the amount for each.
2. Do you run any programs in conjunction with any department in the town of Framingham? What is the nature of these programs and who benefits from them?
3. Please provide a list of all programs and agencies that refer clients from other communities to your programs in Framingham.
  - a. Please provide the number of people from outside of Framingham that are referred to your Framingham programs by your agency and other agencies for each of the last 10 years.
4. Please provide a list of all programs and agencies in other communities that you refer pre-existing Framingham residents to.
  - a. Please provide the number of people from Framingham that you refer to agencies in other communities for each of the past 10 years.
5. Would you provide us with some historical information and facts regarding the growth of your organization over the past ten years in Framingham? Please include:

- The number of buildings and programs your organization had in Framingham?
- The number of clients in these programs and how this has changed.
- Budget and funding sources
- Size of staff working in Framingham
- Number of volunteers in Framingham

**Motion to approve General Agency Questions**

Vote: 9 in favor 0 opposed 0 abstain

**Local Payroll and Spending**

Dawn added additional question, #4, regarding the number of employees in general that reside in Framingham. Question 5 was clarified with a question about how dollar values are calculated

**Local Payroll and Spending**

1. How many employees do you have statewide? What is the total statewide payroll?
2. How many of your employees are working primarily in Framingham? What is the total Framingham payroll?
3. How many of your Framingham employees are Framingham residents?
4. How many of your employees are Framingham residents?
5. What is your agency's dollar contribution to the Framingham economy? How did you calculate this?

**Motion to approve Local Payroll and Spending with Ms. Harkness's changes**

Vote: 9 in favor 0 opposed 0 abstain

Laurie asked if the background group could now use the survey and send them out to the agencies. Bob suggested the group read the final version on email or online and if no objections we could.

Laurie asked the group if she can add a paragraph to the cover letter indicating where to mail the answered survey's to. She expects confirmation from George King that we can have a mail slot at the Memorial Building.

The group agreed

**Motion to adjourn**

8 in favor 1 opposed 0 abstain

Laurie Lee  
Clerk