



Franklin Regional Council of Governments

The Franklin Regional Council of Governments provides a variety of services and programming to the municipalities of Franklin County and to the greater Franklin County region. The FRCOG's 2016 Annual Report, which will be available in April of 2017 and on www.frcog.org shortly thereafter, will highlight our work over the past year. Specific services to the Town of Buckland in 2016 included the following.

Administration and Special Projects

- Buckland participated in the regional sign-making program, sharing equipment with ten other towns in Franklin County.
- Staff worked with the Town Administrator, Treasurer, Collector and Accountant to develop wide-ranging Town financial policies, and refine internal procedures, as part of the Baker-Polito Community Compact Program. On completion, the Town earned points toward future state grant opportunities.
- Individual members of several Town energy committees met together informally on a bi-monthly basis to share news from their respective towns, and to learn from each other and from invited guests about energy-related topics of mutual interest. FRCOG staff provided assistance in facilitating meetings, presented information, and conducted follow-up communication.
- Town staff participated in on-going discussions for a new multi-town project to share professional human resource services. Grant funds will be used in 2017 for consulting help to move the project toward completion.

Collective Bidding & Purchasing Program

- Buckland contracted with the FRCOG to receive cooperative bid pricing for up to 24 different Highway Products and Services. Total estimated highway needs for FY17 is \$298,492.
- Buckland participated in the Diesel Fuel bid.
- Buckland participated in the Elevator Maintenance collective contract.

Cooperative Public Health Service Health District

Buckland is a comprehensive member of the CPHS health district, sharing health agents and a public health nurse.

- Staff assisted with Title-5 (septic) related activities including 3 Soil Evaluations, 5 septic system plan reviews, and 6 Title-5 Inspections prior to property transfer, and more.
- Through an FDA Food Safety Grant that will improve food inspection and data collection, the district offered low-cost food safety training to 3 town residents.
- Staff conducted 3 summer recreational camp inspections and 1 pool inspection.
- Staff conducted 13 retail food inspections or re-inspections and continued to assist Buckland businesses and residents with compliance with the Food Code.
- Staff assisted homeowners in testing their well water at the time of property transfer and assisted in the permitting of 6 new or deepened drilled wells.
- At the Shelburne Senior Center, Staff held 11 monthly walk-in wellness clinics where the nurse made 80 visits with 24 individual clients.

- Staff completed all state-mandated infectious disease investigation, reporting and case monitoring. Follow-up was provided as needed for 12 Buckland and 104 regional reported incidents of communicable illness.
- Staff assisted Town officials from Ashfield, Buckland, Colrain and Shelburne in conducting a community Flu Clinic/Emergency Dispensing Site drill. A total of 71 area residents were served with the help of GCC nursing students and community volunteers. Staff also made a home visit to vaccinate a home-bound Buckland resident.
- Staff provided coordinated vaccine and supplies for Shelburne Senior Center Flu Clinics serving 106 area residents.
- Staff conducted a traffic count on Charlemont Road.

Franklin County Cooperative Inspection Program

- Staff issued 117 building permits, 62 electrical permits & 25 plumbing/gas permits for Buckland in 2016. Sixteen (16) Certificates of Inspection were issued.

Partnership for Youth

- Staff conducted a Teen Health Survey to assess teen attitudes and behavior among middle and high school students. Staff reported to Mohawk Trail Regional School administrators on results from 137 Mohawk students, representing 63% of the 8th, 10th, and 12th grade classes. Survey data meets federal requirements for the school and is valuable for grant-writing and program planning.
- Staff presented to the CPHS Annual Meeting on the Healthy Community Design Toolkit, Volume 2: Municipal Strategies to Increase Food Access.

Planning and Development Department

- Staff worked with a committee of residents to prepare the *2016 Buckland Housing Plan*, which included a public survey to determine housing needs in the community.
- Staff assisted the Town Administrator with completing the annual report for the Green Communities program.
- Staff secured Brownfields funding to complete a Phase I Environmental Site Assessment for 130 Charlemont Road (\$4,921).
- Staff revised the schedules, brochures, and maps of the FRTA's Fixed Routes.
- Staff began updating a new map/brochure for the Mahican-Mohawk Trail.
- Staff continued to advocate for funding for the Conway Street/South Street/Conway Road project included in the Franklin County Transportation Improvement Program.
- Staff continued to work with the Town and MassDOT to develop a bicycle and pedestrian connection between the Buckland Recreation Area, Mohawk Trail Regional School, and downtown Shelburne Falls.
- Staff worked to permanently protect prime farmland on the Route 112 Scenic Byway with funding from the Scenic Byway Land Protection Project.
- Staff prepared a Draft Business Plan and Legislation for the Mohawk Trail Woodlands Partnership Project for 11 West County towns, including Buckland, with specific recommendations and projects to support Natural Resource Based Economic Development, Forest Conservation & Municipal Financial Sustainability.

- Staff assessed the air quality impacts of the MassDOT project to resurface a segment of Route 2 in Buckland.

Regional Preparedness Program

- Staff assisted the Selectboard in developing a Memorandum of Agreement between the Towns of Buckland and Shelburne, and the Mohawk Trail Regional School District, for use of the high school as a regional emergency shelter.
- Staff conducted quarterly contact drills and a site notification drill to test the *Mohawk Emergency Dispensing Site Plan*.
- The fire chief/emergency management director and a member of the Select Board attended REPC meetings.
- Buckland entered into a Memorandum of Understanding with the FRCOG to recognize the Multi-Agency Coordination Center as the official organization to assist them with emergency management needs.

Town Accounting Program

- Staff produced biweekly vendor warrants, and provided monthly budget reports to all officials and department heads.
- At year end, staff completed Free Cash certification, and Schedule A was submitted. In addition, staff provided assistance in completing the Recap for tax rate submission.
- Customized reports for committees and departments were developed and distributed.
- Staff assisted with the annual audit.
- All accounting data was accessible over a secure internet connection to a server at the FRCOG office. Staff completed backups daily and there was no unscheduled down time.

Workshops & Training

The following list represents the FRCOG workshops and training sessions that Buckland public officials, staff, and residents attended and the number in attendance.

Municipal Official Continuing Education Series

- Municipal Law — 1
- Commercial Scale Wood Heat & Air Quality Impacts — 4
- Public Records Law — 4

Partnership for Youth

- Advanced LifeSkills — 1 representative of the Mohawk Trail Regional School District

Western Regional Homeland Security Advisory Council

- Active Shooter Symposium — 4

Cooperative Public Health Service

- ServSafe/Choke Saver/Allergen Training Series — 3
- Food Systems — 3

Regional Emergency Preparedness

- Multiple Casualty Incident Exercise — 4
- Hazardous Materials Awareness — 1
- Emergency Preparedness for People with Access and Functional Needs — 2