



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 Gill in 2016 included:

Administration and Special Projects

- Staff assisted the Town Clerk with county road research relative to the status of a 1977 relocation of Boyle Road.
- 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 invited guests. FRCOG staff provided assistance in facilitating meetings, presenting information, and conducting follow-up.
- 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

- Gill 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 \$174,797.
- Gill participated in the Diesel Fuel bids.
- Gill participated in the Dog Tags and Licenses collective bid program.

Cooperative Public Health Service Health District

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

- Staff conducted 19 Title-5 (septic) related activities including Title-5 Inspections prior to property transfer, soil evaluations, septic system plan reviews including site visits, and issuing local upgrade approvals and DSCP (septic) permits.
- Staff assisted with the implementation of a digital on-line permitting system and issued all annual and other Board of Health permits.
- Staff coordinated vaccine and supplies for 12 flu clinics at which 868 area residents, including 45 served at Gill Elementary School, were vaccinated with the support of school staff, community volunteers and GCC nursing program staff and students.
- Staff conducted 10 retail food inspections and continued to assist Gill residents and businesses with compliance with the Food Code.
- The district implemented a FDA Food Safety Grant that will improve food inspection and data collection, and offer low-cost training to town residents and employees.
- Staff completed all state-mandated infectious disease investigation, reporting and case monitoring. Follow-up was provided as needed for 11 locally and 104 regionally reported incidents of communicable illness.
- Staff permitted and inspected 5 new Private Water Wells, including determining compliance with Water Supply Standards.

- Staff conducted 6 summer recreational camp inspections or re-inspections and licensed all camps, and conducted routine swimming pool inspections during the camp season.
- Staff assisted with water supply problems at the Gill Elementary School by reviewing engineering reports and proposing an alternative and lower-cost treatment system design.

Franklin County Cooperative Inspection Program

- Staff issued 126 building permits, 54 electrical permits & 35 plumbing/gas permits for Gill in 2016. Thirty-six (36) 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 Gill-Montague Regional School administrators on results from 139 Gill-Montague students, representing 72% 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 CPHS Annual Meeting on the Healthy Community Design Toolkit, Volume 2: Municipal Strategies to Increase Food Access.

Planning and Development Department

- Staff created and analyzed maps including land use, prime farmland, parcel and other data to begin the process of identifying municipal land that could potentially be suitable for leasing to farmers.
- Staff conducted a traffic count on Main Road, as requested, to record vehicle speeds near Gill Tavern.

Regional Preparedness Program

- Staff conducted quarterly contact drills and a site notification drill to test the Montague Emergency Dispensing Site Plan, which includes Gill.
- Gill 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 Gill public officials, staff,

and residents attended and the number in attendance.

Cooperative Public Health Service

- ServSafe/Choke Saver/Allergen Training Series — 1
- Food Systems — 2

Municipal Official Continuing Education Series

- Public Water & Wastewater System Basics — 2
- Public Records Law — 3
- Municipal Farmland Leasing and Protection — 1

Partnership for Youth

- Advanced LifeSkills — 3 representatives of the Gill-Montague Regional School District

Planning, Conservation, and Development

- Zoning Exemptions — 2

Regional Emergency Preparedness

- Emergency Preparedness for People with Access and Functional Needs — 3
- Orienteering — 1

Western Regional Homeland Security Advisory Council

- Active Shooter Symposium — 1