

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 Sunderland in 2016 included:

Administration and Special Projects

- Sunderland participated in regional sign-making program, sharing equipment with 10 towns.
- Staff worked with the Capital Improvement Committee and the Town Administrator on a long-range capital plan as part of the Baker-Polito Community Compact Program.
- Individual members of several Town energy committees met together informally on a bi-monthly basis to share news and to learn from invited guests. 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

- Sunderland 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 \$725,241.
- The Chief Procurement Officer issued a bid for a heavy duty truck.

Partnership for Youth

- Staff conducted a Teen Health Survey to assess teen attitudes and behavior among middle and high school students. Staff reported to Frontier Regional School administrators on results from 258 Frontier students, representing 83% of the 8th, 10th, and 12th grade classes. Survey data meets federal requirements for the school and is valuable for grant-writing and planning.
- PFY and Planning staff worked with Sunderland staff and residents to develop a wayfinding campaign for the town center.

Planning and Development Department

- Staff finalized the *2016 Town of Sunderland Housing Plan*, which was approved by the Department of Housing and Community Development in February, 2016.
- Staff assisted with developing and administering a Request for Proposals for the development of affordable senior housing on Town-owned land.
- Staff assisted the Town Administrator with preparing and submitting an annual report for the Green Communities program.
- Staff revised the schedules, brochures, and maps of the FRTA's Fixed Routes.
- Staff updated the Community Development Strategy for the Town's CDBG application.
- Staff compiled Complete Streets assessments on Old Amherst Road and Hadley Road.
- Staff provided information on and assistance with the Massachusetts Complete Streets Program and compiled a Complete Streets Prioritization Plan.
- Staff worked to permanently protect prime farmland on the Connecticut River Scenic Byway with funding from the Scenic Byway Land Protection Project.

- Staff updated the Walk Franklin County map for Sunderland.
- Staff assisted the Planning Board with comprehensive revisions to the town's Zoning Bylaws.
- Staff continued to work with the Town and MassDOT to advance the North Main Street reconstruction project through the Franklin County Transportation Improvement Program.
- Staff discussed the possibility of reconstructing the intersection of Routes 116 and 47 as a roundabout, with Town officials and MassDOT.

Regional Preparedness Program

- Staff conducted quarterly contact drills and a site notification drill to test the *Frontier Emergency Dispensing Site Plan*.
- Sunderland 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 Sunderland public officials, staff, and residents attended and the number in attendance.

Municipal Official Continuing Education Series

- The Shifting Marijuana Landscape — 1
- Municipal Law — 4
- Municipal Farmland Leasing and Protection — 1

Planning, Conservation, and Development

- Complete Streets 101 — 2

Regional Emergency Preparedness

- Multiple Casualty Incident Exercise — 4
- Hazardous Materials Exercise — 4
- Hazardous Materials Awareness — 1
- Orienteering — 2

Western Regional Homeland Security Advisory Council

- Active Shooter Symposium — 2
- Pediatric Psychological First Aid — 1
- Medical Preparedness & Response to Bombing Incidents — 2