

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](http://www.frcog.org) shortly thereafter, will highlight our work over the past year. Specific services to the Town of Ashfield in 2016 included the following.

#### **Administration and Special Projects**

- Ashfield participated in the regional sign-making program, sharing equipment with ten other towns in Franklin County.
- Staff worked with the Selectboard, Finance Committee and the Town Administrator to develop wide-ranging Town financial policies as part of the Baker-Polito Community Compact Program. By formally accepting the policies, the Town has earned points toward future state grant opportunities.
- 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**

- Ashfield 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 \$595,909.
- The Town participated in the Diesel Fuel bid, and the Belding Library participated in the Fuel Oil bid.
- Ashfield participated in the Elevator Maintenance collective contract.
- The Chief Procurement Officer (CPO) issued a bid for a Wood Pellet Boiler for Sanderson Academy.
- The CPO issued a bid for construction services for Belding Library roof repairs.

#### **Franklin County Cooperative Inspection Program**

- Staff issued 154 building permits, 65 electrical permits & 49 plumbing/gas permits for Ashfield in 2016. Seventeen (17) 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.

#### **Planning and Development Department**

- Staff completed two chapters for the update of Ashfield's Open Space and Recreation Plan, and participated in a Public Forum.
- Staff analyzed and summarized the results of a Hilltown CDC Transportation Survey.
- 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 Ashfield, with specific recommendations and projects to support Natural Resource Based Economic Development, Forest Conservation & Municipal Financial Sustainability.
- Staff provided technical assistance on the FERC permitting process for the proposed KM-TGP NED pipeline project.
- Staff conducted roadway traffic counts as requested on Baptist Corner Road, Williamsburg Road, and Apple Valley Road.

### **Regional Preparedness Program**

- Staff conducted quarterly contact drills and a site notification drill to test the *Mohawk Emergency Dispensing Site Plan*.
- Staff attended an Ashfield Board of Health meeting to discuss local surveillance for infectious diseases and to provide current risk information from the CDC.
- Ashfield 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 Ashfield public officials, staff, and residents attended and the number in attendance.

#### **Municipal Official Continuing Education Series**

- The Shifting Marijuana Landscape — 1

#### **Commercial Scale Wood Heat & Air Quality Impacts — 3**

- Public Records Law — 2
- Municipal Farmland Leasing and Protection — 1

#### **Partnership for Youth**

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

#### **Cooperative Public Health Service**

- ServSafe/Choke Saver/Allergen Training Series — 2

#### **Regional Emergency Preparedness**

- Multiple Casualty Incident Exercise — 2
- Intro to Public Health Emergency Preparedness Capabilities — 1

