



Franklin Regional Council of Governments

Executive Committee & Greater Franklin County Economic Development District Board — *MINUTES*

Date & Time:	Thursday, December 13, 2018/ 3:30 p.m.
Location:	FRCOG Offices, 12 Olive Street, Greenfield, MA – Second Floor, Room 221
Facilitator:	Jay DiPucchio, Chair

Representatives Present:

- Jay DiPucchio, Regionally Elected
- Jim Basford, FRPB Appointee
- Bill Perlman, Regionally Elected
- Kevin Fox, Council Appointee

Staff Members Present:

- Linda Dunlavy, Executive Director
- Bob Dean, Director of Regional Services
- Rebekah Boyd, Admin Services Coordinator
- Jessica Atwood, Economic Dev. Program

Guests: Richard Henken, President, Schochet Companies Development (3:48 p.m.)

1. Review and adopt 11.8.18 Executive Committee minutes

Jay D. opened the meeting at 3:30 p.m. **Bill P. moved adoption of the 11.8.18 minutes. Jim B. seconded. The motion passed unanimously.**

2. Convene as Economic Development District Board for updates

Jessica A. informed the committee that the 1-year \$70,000 EDA Planning Grant, begun July 1, funds staff time to complete the CEDS planning process and related activities. Most of the required non-federal match is provided by the FRCOG assessment which funds Linda’s, Peggy’s, and Jessica’s time working on economic development. Related economic development projects funded by DLTA also count toward the match. Staff will continue to monitor the status of the US Economic Development Administration and its federal funding level, as the Trump Administration has recommended eliminating it in the past. They plan to apply this spring for other three-year regional planning grants.

CEDS Committee Bylaws

An amendment to the CEDS Committee composition and bylaws was recently proposed and at their 12/6 meeting, the amended bylaws were approved. The goal of these changes is to create a committee more focused on plan development and strategy implementation. The changes made include:

- Removing Amherst, Athol and Phillipston from the definition of the CEDS Region.
- Aligning Committee member terms to the five-year cycle of developing and implementing the five-year CEDS Plan.
- Enhancing our committee member recruitment process.

- Reducing the total number of CEDS Committee seats to 19 but retaining broad representation. Previously, the board had 50 seats with 38 appointing authorities. Now the Committee will be composed of: 1 from Greenfield, 2 from Central County towns, 2 from East County towns, 2 from West County towns, 1 from FRPB, 7 from regional organizations, and 4 at-large.

The new nomination process will result in candidates for the CEDS Committee being forwarded to the EDD Boards (this Executive Committee) for appointment in May and June of each year. **For the geographic area seats and at-large seats** the CEDS Committee will solicit candidates through outreach to member municipalities, post on FRCOG website, and place legal advertisement. The CEDS Nominating Committee reviews these candidates and forwards recommendations to the EDD. **For the FRPB seat**, the FRPB membership will nominate to the EDD. **For regional organizations**, FRCOG staff will reach out to various entities and forward nominations to EDD. Terms of the newly appointed members will be July 1, 2019 to June 30, 2024, allowing plenty of time to develop the five-year 2020 CEDS Plan from 2019-2020, and then implement strategies.

3. Request to consent to easements in 226 and 229 East River St., Orange, MA, for the purpose of relocating a sewerage lift station.

Having received the paperwork for an easement at 226 East River Street via email earlier in the week (see attached), and having discussed the property at length at the previous meeting, the request to consent to an easement at 226 East River Street item went directly to a vote. Legal counsel determined that an easement was not necessary at 229 East River Street as that existing sewer lift station has been located there in plain sight and in operation for more than 20 years.

Bill P. moved the committee consent to an easement in 226 East River St., Orange, MA, for the purpose of relocating a sewerage lift station. Jim B. seconded the motion which passed unanimously.

The Town of Orange will maintain the overall sewer system. Executive Committee Clerk Kevin Fox signed four copies of the easement and staff member Linda Gross notarized the documents before the committee returned them to Mr. Henken.

4. Visitor and Executive Committee parking in 2019

Linda reported that this month interested FRCOG staff members individually signed 3-year leases for parking in the Zaccheo lot, wherein FRCOG has previously offered several visitor spaces — paid for out of the Executive Committee budget — for Executive Committee members and others attending meetings or conducting business at FRCOG. With employees needing reliable parking, those visitor spaces have been subsumed by the staff. Linda told the board that staff will budget some reimbursement for Executive Committee members required to park in the parking garage.

5. Business Not Reasonably Anticipated 48 Hours in Advance

FCECS

Bill offered the committee updates on the Franklin County Emergency Communication System (FCECS). The oversight board has received a letter from Matt Moran of EOPSS who apologized for the delay in response and informed them that that agency plans to kick-off the state system with a six month study. In other FCECS news, the piece of equipment that failed in New Salem should be up and running December 17. Also, while searching for a new system maintenance company, Beltronics is working on a job-to-job basis. FRCOG hired Kurt Seaman internally as the system manager, although he will not be

talking to executive offices in the region nor to EOPS, as planned. Dan Nietsche is FRCOG's EOPSS contact.

Linda has briefed new local legislators (Comerford & Blais) on the monumental challenges of the FCECS, the planned move to the state system, and the need for not only advocacy and support, but also for cash assistance, which, according to EOPSS, would make the transition easier. She has scheduled a meeting with federal reps and senators (Markey, Warren, Neale, and McGovern) to pass along the same information.

Towns Requesting FRCOG Membership

One town in the Montachusett Regional Planning Commission would like to join FRCOG as its governing board feels Montachusett does not focus enough on rural issues. Likewise, one town that was formerly a member of the Hampshire Council of Governments is also interested in receiving some services from us, with planning services, perhaps, still covered by the Pioneer Valley Planning Commission, with whom FRCOG would like to retain a respectful relationship. Linda said FRCOG has never devised a mechanism for welcoming other towns. Bill P. expressed unease around towns outside Franklin County joining because of the shift in the makeup of the Council's voting weight. If given a voting seat, a large outside town could easily outweigh the wishes of many small FC towns. The Committee discussed options for beginning the conversation at various levels.

Kevin made a motion to adjourn. Bill P. seconded. Meeting adjourned at 4:17 p.m.

Documents Distributed:

- Agenda
- 11.8.18 Draft Executive Committee minutes
- Easements in 226 and 229 East River St., Orange, MA, from Richard Henken of Schochet Associates for Pine Crest RHF Housing, Inc.
- Plans for lift station at 226 and 229 East River Street, Orange, MA.