



# Franklin Regional Council of Governments

## Meeting: FRCOG Executive Committee

**Date** June 13, 2011

**Locations** Room 102,  
Greenfield  
Courthouse

**Facilitator** Bill Perlman, Chair

**Time** 3:30 p.m.

**Duration** 1.75

**Call in #**  
**PIN Code**

**ATTENDEES:**

Name, Town/Org.  
Bill Perlman, Regional Elected  
Ann Banash, Regional Elected  
Sam Lovejoy, FRPB Appointee  
John Paciorek, Council Appointee

**GUESTS:**

Attorney Pam Stobierski

**STAFF:**

Patricia Auchard, Dir. of Finance  
Robert Dean, Dir. of Reg. Services  
Linda Dunlavy, Executive Director  
Leah Gibson, Ex. Admin. Asst.

Tracy Rogers, Emerg. Prep. Prog. Mgr.  
Phoebe Walker, Dir. of Community Servs.

**ABSENT:**

Mayor Martin, Council Appointee

Agenda items	Point Person(s)	Discussion and Motions
1. Minutes of 5/12/11 & 6/9/11	Bill Perlman	<p><b>Sam Lovejoy moved minutes of 5/12/11. John Paciorek seconded. Passed unanimously.</b></p> <p><b>Sam Lovejoy moved minutes of 6/9/11. John Paciorek seconded. Passed unanimously.</b></p>
2. Northfield County Road Petition – Lower Farms Branch Road Discontinuance	Robert Dean	<p>Bill reconvened the Hearing for the discontinuance and abandonment of Lower Branch Road also know as River Road, also known as Lower Farms Branch Road in the Town of Northfield as said road is no longer used for ordinary travel, (Petition No. RA2010-2), at 3:31 pm and after due consideration, it was moved:</p> <p><b>That public convenience and necessity requires that the prayer of the petitioners be granted and we hereby discontinue and abandon the entirety of Lower Farms Branch Road, so-called, from the westerly sideline of Lower Farms Road to the easterly sideline of the Central Vermont Railroad. The subject discontinuance is intended to discontinue and abandon any and all county layouts within the limits shown on Exhibit A. The layouts being discontinued and abandoned may include but are not limited to: the 1932 layout recorded in the Franklin County Commissioner's Book 0, Page 1; the 1772 layout recorded in the Franklin County Commissioner's Book 0, Page 92; the 1794 layout recorded in the Franklin County Commissioner's Book 0, Page 152; and the 1848 layout recorded in the Franklin County Commissioner's Book 4, Page 39. Ann Banash seconded. Passed unanimously.</b></p> <p><b>John Paciorek moved to sign the plan when ready. Sam Lovejoy seconded. Passed unanimously.</b></p> <p>The hearing was adjourned at 3:38 p.m. and the regular FRCOG Executive Committee was convened.</p>
3. REPC Follow-up	Phoebe Walker Tracy Rogers	Phoebe reviewed the REPC budget development information sent to the Executive Committee prior to this meeting. We also received a letter from our Attorney Donna MacNicol stating that this is a legitimate fee that we can ask for and it is not a tax. This

		will be presented to the Finance Committee and she is hopeful that the Finance Committee will approve a budget and the use of carry forward funds from Tier II filers for expenditure in FY 12. We have received \$5,000 from MEMA for the period 5/5/11 – 9/30/11 for expenses moving forward but not for any reimbursements. Phoebe will compile this information and it will be presented to the FRCOG Council for clarification from the April Council meeting.
3. Request to Open New Bank Account	Patricia Auchard	Starting July 1 FRCOG inspection programs will be offering online payments. The online payments will be received in a UniBank account. Pat would like approval of the startup of that new bank account.  <b>Ann Banash moved to approve a new account at UniBank that will be used for receiving online permit payments for inspection permits. Sam Lovejoy seconded. Passed unanimously.</b>
4. Discussion of Regional Health District Process	Phoebe Walker	Phoebe presented an update on the Cooperative Local Health Services Planning process. This is a grant from the Department of Public Health (DPH) to design a shared public health service of some kind and will need to be completed by November. At that time we can apply for an implementation grant. She hopes to submit a proposal at the end of July and would like the Executive Committee to review the information and think about how or if this would fit into the COG and how it should be structured and let her know their thoughts.
5. Transit Center <ul style="list-style-type: none"> <li>• FFE Update</li> <li>• Logo, brand, web</li> </ul>	Linda Dunlavy	Linda said that the RFPO for Furniture, Fixtures and Equipment went out and 4 proposals were received. It was voted 5-1 to negotiate with Charles Rose. The FRTA is negotiating with Charles Rose now but negotiations are going slower than anticipated. FFE needs to be ordered by the end of September. If we do not work with Charles Rose we may not meet that deadline.  There was a tour of the site with the Clerk of the Works and Project Manager. The snow and mud season along with the steel company has put the project behind about a month. Fontaine is hoping it will catch up and is not asking for an extension at this time.  Linda has talked to three consultants to redo our logo, branding work, and website. She will take this information to the Finance Committee for their input and approval to move forward on the project.
6. Review Data Sharing Agreement	Robert Dean	Bob presented a draft Memorandum of Agreement between the FRCOG and the users of the Franklin Regional Data Sharing System.  Bill Perlman is concerned that the software is not really compatible to the system.
8. FRPB Updates	Sam Lovejoy	Sam said the FRPB has met with the DCR and is disappointed with the zoning regulations. The FRPB may send a letter requesting DCR rethink this issue.
9. Topics not Reasonably Anticipated	Bill Perlman	Sam wondered if one of the tasks of the Regional Issues Subcommittee might be to deal with political issues that come down the line. Linda is concerned that while this could be helpful sometimes, often there is very little time to submit testimony or comment on an issue.
10. Adjournment	Bill Perlman	Meeting adjourned at 5:17 p.m.