

FRCOG Services to Ashfield – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High School families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Ashfield participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, Gasoline, Highway Products and Services, and the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 85 building permits, including 5 new dwelling units, were issued for a total construction valuation of \$2,951,742. Total fees collected were \$18,368.
- A total of 52 electrical permits were issued with \$5,296 in fees collected.
- A total of 62 plumbing permits were issued with \$6,196 in fees collected.
- The Inspection Program conducted a workshop on the new 7th edition Massachusetts Building Code at Bill's Restaurant in Greenfield on Oct 2, 2007. This workshop was attended by about 100 local builders, 4 from Ashfield.

Planning and Development Department

- Staff continued work on the Route 112 Scenic Byway, including the development of inventories and assessments of scenic landscapes and natural, historic, and transportation resources.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Ashfield residents returned the completed survey.
- Staff researched land use changes and conducted windshield surveys in Ashfield as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- At the request of municipal officials and local legislators, staff worked to pursue State designation of Route 116 as a Scenic Byway.
- Staff conducted four FRCOG-requested traffic counts in support off the Regional Traffic Count Program.
- Staff provided GIS maps of several town-owned parcels to assist with the public auction of the properties.

Regional Preparedness Program

- Ashfield received Personal Protective Equipment for emergency responders including 2 Cases (196) Splash Goggles, 1 Case (120) Reg. N-95 Respiratory Masks, and 1 Case (120) Small N-95 Respiratory Masks. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Ashfield totaled \$4,142.
- Staff attended 4 Ashfield Emergency Management Unit meetings and 1 Board of Health meeting.
- Staff attended 2 Mohawk Emergency Dispensing Site (EDS) meetings and attended the Ashfield EDS Drill as an evaluator.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$986 for a Kenwood TK-3180 UHF Portable Radio and an Encoder radio board for Ashfield.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including blood pressure cuffs, stethoscopes, 1 set of EDS signs with carrying case, 20 Incident Command vests, and 3 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$678 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 caps, 3 vests, 3 sets of magnetic car decals, and educational buttons and posters to the Board of Health.

Town Accounting Program

- Staff assisted Town personnel in completing the annual audit for the Town.
- Staff produced biweekly vendor and payroll warrants, and provided monthly budget reports to all officials and department heads.
- At year end, Free Cash certification was completed, and Schedule A was submitted to the Department Of Revenue.
- Customized reports for committees and departments were developed and distributed.
- The Town accesses the Fundware accounting software program via a license agreement and over a secure internet connection to a server at the FRCOG office. Backups were completed daily and there was no unscheduled down time.
- Staff trained the Town Treasurer on the Fundware payroll system. From Town Hall it is now possible to use the internet to access data on the FRCOG server to enter payroll, print checks, and file reports.

Workshops & Training

- 1 Town personnel attended the Perc-Rite Septic Training.
- 2 Officials attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.

FRCOG Services to Bernardston – 2007

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Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Pioneer Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Pioneer Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Bernardston participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, Highway Products and Services, and the Dog Licenses & Tags Program.
- The Pioneer Valley Regional School District participated in cooperative bids and contracts for #2 Fuel Oil.

Franklin County Cooperative Inspection Program

- A total of 114 building permits, including 7 new dwelling units, were issued for a total construction valuation of \$2,764,794. Total fee collected were \$18,453.
- A total of 42 plumbing permits were issued with \$5,150 in permit fees collected.
- A total of 67 electrical permits were issued with \$6,570 in permit fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in October, 2007. This workshop was attended by about 100 local builders, 8 from Bernardston.

Planning and Development Department

- Staff worked with Town officials and landowners to explore whether the State's Chapter 43D Expedited Permitting Program would benefit the town's economic development efforts.
- Staff met with municipal officials to identify potential Priority Development Sites and pre-development activities, and began to develop a \$100,000 grant application for the State's Expedited Permitting Program.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff provided 6 copies of Road Functional Classification maps to the Town Administrator upon request.
- Staff researched land use changes and conducted windshield surveys in Bernardston as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.

Regional Health Inspection Program

- Staff served as the Town's Health Agent working on behalf of the Board of Health. Services included attending 6 meetings with the Board of Health, conducting 26 Food Code inspections and re-inspections, conducting 12 housing/sanitary inspections or re-inspections, issuing 4 Notices of Code Violation/Orders to Correct, issuing 2 Letters of Compliance, responding to 6 requests for technical information from the public, and providing support and policy development for the Outdoor Wood Boiler permitting program. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Preparedness Program

- Bernardston received Personal Protective Equipment for emergency responders including 10 Splash Goggles, 10 small size N-95 Respiratory Masks, and 10 regular size N-95 Respiratory Masks. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC), staff purchased and distributed information sharing software to regional law enforcement agents to assist with policing efforts. Bernardston was the recipient of \$24,500 worth of software and support.
- Staff attended 2 Board of Health meetings and 10 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$1,076 for the cost of backboards for the Bernardston Fire Department.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 13 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,400 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 4 caps, 4 vests, 2 sets of magnetic car decals, and educational buttons and posters to the Board of Health.

Workshops & Training

- 4 Officials and staff attended the Board of Health Capacity-Building Workshops on High Tech Tools, Outdoor Woodburning Boiler Regulations, Disease Surveillance, and Alternative and Innovative Septic System Field Trip.
- 3 Officials attended the Perc-Rite Septic Training.
- 1 Official attended the Local Public Health Regionalization Forum.
- 1 Official attended the Energy Saving Performance Contracting Seminar.

FRCOG Services to Buckland – 2007

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Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High school families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference.

Cooperative Bidding & Purchasing Program

- Buckland participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, and the Highway Products and Services.
- The Shelburne Falls Fire District participated in cooperative bids and contracts for #2 Fuel Oil.

Franklin County Cooperative Inspection Program

- A total of 95 building permits, including 2 new dwelling units, were issued for a total construction valuation of \$1,264,748. Total fees collected were \$8,879.
- A total of 61 electrical permits were issued with \$6,470 in fees collected.
- A total of 68 plumbing permits were issued with \$7,420 in fees collected.
- The inspection program held a workshop on the new 7th edition Mass. Building Code at Bill's restaurant in Greenfield on Oct 2, 2007. This workshop was attended by about 100 local builders, 3 from Buckland.

Planning and Development Department

- Staff continued work on the Route 112 Scenic Byway, including the development of inventories and assessments of scenic landscapes and natural, historic, and transportation resources.
- Staff worked with Buckland municipal officials and residents to prepare possible zoning revisions that would support farm operations, protect scenic and natural resources, and increase the tax base. The draft bylaws include a Farm Building Reuse Bylaw, Cluster Development Bylaws for residential and commercial uses, and Site Plan Review.
- Staff secured the contract to work on the Mohawk Trail Scenic Byway (West) Facility Improvement Project that will fund planning for a canoe/kayak launch along the Deerfield River, the development and installation of historic markers and two informational kiosks, and open up overgrown River vistas.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, Staff worked with Town officials to conduct a survey about the town's permitting protocols. Results were included in a statewide guide and a Franklin County summary.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for West County. Nearly 6,000 households received the survey, and many Buckland residents responded.
- Staff worked with Town officials and landowners to explore whether the State's Chapter 43D Expedited Permitting program would benefit the town's economic development efforts.
- Staff researched land use changes and conducted windshield surveys in Buckland as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River.
- Staff worked with the Town to prepare the Town's Commonwealth Capital application for Fiscal Year 2008 and supporting materials.
- Staff conducted two FRCOG-requested traffic counts in support of its Regional Traffic Count Program.

- Staff continued work on the Route 2 West Safety Study that includes Route 2 through Buckland. Efforts focused on reviewing crash data, and researching possible safety improvements for the corridor.

Regional Health Inspection Program

- Staff served as the Town's Health Agent working on behalf of the Board of Health. Services included attending 2 meetings with the Board of Health, conducting 2 housing/sanitary inspections or re-inspections, issuing 1 Letter of Compliance for a previous housing case, witnessing 5 Title-5 Soil Evaluations, completing 7 septic system plan reviews, conducting 10 site visits related to septic systems or other health code issues, conducting 2 pool inspections or re-inspections, conducting 5 recreational summer camp inspections or re-inspections, responding to 10 requests for technical information from the public, and providing support and policy development for the nuisance beaver permitting program. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Nurse Program

- Staff developed a system for infectious disease reporting and follow-up in Buckland.
- Staff conducted outreach to physicians and health care providers in the region.
- Staff provided public education program planning and implementation through revolving cable notices and contributing articles to the West County News.
- Staff coordinated the purchase and delivery of childhood nutrition education literature and supplies to the Buckland/Shelburne Elementary School nursing program.
- Staff provided Hepatitis B and Tetanus vaccine clinics to Buckland Police and Shelburne Falls Fire officers.
- Staff assisted vaccine administration at the Shelburne Falls Senior Flu Clinic.

Regional Preparedness Program

- Buckland received Personal Protective Equipment for emergency responders including 10 Splash Goggles, 4 small size N-95 Respiratory Masks, 6 regular size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC), staff purchased and distributed information sharing software to regional law enforcement agents to assist with policing efforts. Buckland was the recipient of \$22,250 worth of software and support.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Buckland totaled \$2,502.
- Staff attended 1 Board of Health meeting and 2 Emergency Dispensing Site planning/drill meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$1,022 for the cost of First Responder First Aid kits for the Police Department and 10 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 11 additional Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,034 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 caps, 2 vests, and educational buttons and posters to the Board of Health.

Workshops and Training

- Members from the Buckland Planning Board and Buckland Zoning Board of Appeals attended the FRCOG sponsored Citizen Planner Training Collaborative workshops entitled "How to Hold a Perfect Public Hearing" and "Special Permits and Variances."
- 4 Officials and staff attended the Board of Health Capacity-Building Workshops on Outdoor Woodburning Boiler Regulations, Sludge Hammer: a new septic leach field repair technology, and Disease Surveillance.

FRCOG Services to Charlemont – 2007

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Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High school families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Charlemont participated in cooperative bids and contracts for Highway Products and Services, and the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 69 building permits, including 4 new dwelling units, were issued for a total construction valuation of \$1,727,397. Total fees collected were \$12,195.
- A total of 38 electrical permits were issued with \$3,335 in fees collected.
- A total of 33 plumbing permits were issued with \$3,305 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code at Bill's Restaurant on Oct. 2, 2007. This workshop was attended by about 100 local builders, 5 from Charlemont.

Planning and Development Department

- Staff, in cooperation with the University of Massachusetts Geosciences Department, completed a study of a potential aquifer in West Charlemont, and provided the Town with a draft zoning bylaw for groundwater protection.
- Staff continued to provide technical assistance to the Planning Board to comprehensively revise its Zoning Bylaw regulations.
- Staff secured the contract to work on the Mohawk Trail Scenic Byway (West) Facility Improvement Project that will fund planning for a canoe/kayak launch area along the Deerfield River, the development and installation of historic markers, the design and installation of two informational kiosks, and the selective tree pruning of identified locations to restore river overlook areas along the Deerfield River.
- Staff worked to advance projects along the Mohawk Trail Scenic Byway including a project to acquire scenic easements, and develop a marketing plan.
- Staff continued work on the Route 2 West Safety Study that includes Route 2 through Charlemont. Efforts focused on reviewing crash data within the town, and researching possible safety improvements for the corridor.
- Staff worked with MassHighway District 1 to identify potential traffic calming measures and pedestrian improvements for the Route 2 Corridor through the Village Center. In addition, staff met with the Charlemont Master Plan Committee to discuss these potential options.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Charlemont residents returned the completed survey.
- Staff researched land use changes and conducted windshield surveys in Charlemont as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In

2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.

Regional Health Inspection Program

- Staff served as the Town's Health Agent working on behalf of the Board of Health. Services included attending 5 meetings with the Board of Health, conducting 39 Food Code and 10 Housing Code inspections or re-inspections, issuing 5 Notices of Code Violation/Orders to Correct, issuing 3 Letters of Compliance for housing cases, conducting 6 lead paint determinations, witnessing 6 Title-5 Soil Evaluations, completing 2 large septic system plan reviews, conducting 10 site visits and 3 pool and 4 campground inspections, conducting 3 Bed & Breakfast establishment inspections, monitoring compliance of numerous public water supplies at commercial facilities, and responding to 9 requests for technical information from the public. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Preparedness Program

- Charlemont received Personal Protective Equipment for emergency responders including 6 Splash Goggles, 4 small size N-95 Respiratory Masks, 4 regular size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff attended 2 Board of Health meetings and 2 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$860 for 2 sets of Massachusetts CMRs (Health Codes) with binders, flashlights, and 12 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 11 additional Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,034 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 caps, 2 vests, and educational buttons and posters to the Board of Health.

Workshops & Training

- 3 Officials and staff attended one or more of the Board of Health Capacity-Building Workshops on On-Line Communicable Disease Reporting, High Tech Tools, Outdoor Woodburning Boiler Regulations, Sludge Hammer: a new septic leach field repair technology, and Disease Surveillance.
- 1 Official attended the Local Public Health Regionalization Forum.
- 1 Official attended the Energy Saving Performance Contracting Seminar.
- 4 Officials attended the Selectmen & Public Decision-Making Workshop.
- 12 Officials attended the REPC's Hazardous Material Awareness Training.

FRCOG Services to Colrain – 2007

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Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High school families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Colrain participated in cooperative bids and contracts for Winter Sand and Winter Salt, and the Dog Licenses & Tags Program.
- The Colrain Volunteer Ambulance Association, Inc., utilized available consulting services for their Ambulance Bid.

Planning and Development Department

- Staff continued work on the Route 112 Scenic Byway, including the development of inventories and assessments of scenic landscapes and natural, historic, and transportation resources.
- Staff worked with municipal officials and residents to complete a Cluster Development Zoning Bylaw that was unanimously approved at Town Meeting.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Colrain residents returned the completed survey.
- Staff researched land use changes and conducted windshield surveys in Colrain as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- A water quality sampling program to determine the presence of E. coli was conducted in the North River.
- Staff conducted one MassHighway-requested, and three FRCOG-requested traffic counts. The FRCOG requested counts were in support of its Regional Traffic Count Program.
- Staff provided MassHighway District 1 with traffic data to help develop a traffic management plan for a bridge (C-18-005) reconstruction project on Route 112.

Regional Preparedness Program

- Colrain received Personal Protective Equipment for emergency responders including 2 Cases (196) Splash Goggles, 2 Cases (240) Reg. size N-95 Respiratory Masks, 2 Cases (240) Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Colrain totaled \$7,683.

- Staff attended 2 Board of Health meetings and 2 Emergency Dispensing Site (EDS) planning meetings
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$986 for software and a carrying case for the Board of Health's laptop, a copy of the CMRs (Health Codes), assistance with the cost of the Town Hall High Speed Internet Service, and 10 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 11 additional Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,034 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 5 caps, 5 vests, and educational buttons and posters to the Board of Health.

Workshops & Training

- 3 Officials attended one or more of the Board of Health Capacity-Building Workshops on On-Line Communicable Disease Reporting, Outdoor Woodburning Boiler Regulations, Sludge Hammer: a new septic leach field repair technology, Disease Surveillance, and the Alternative and Innovative Septic System Field Trip.
- 1 Official attended the Perc-Rite Septic Training.
- 2 Officials attended the Local Public Health Regionalization Forum.
- 1 Official attended the Selectmen & Public Decision Making Workshop.
- 1 Official attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.

FRCOG Services to Conway – 2007

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Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Frontier Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Frontier Regional Middle and High schools attended the day-long conference.

Cooperative Bidding & Purchasing Program

- Conway participated in cooperative bids and contracts for #2 Fuel, Diesel, Highway Products and Services, and the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 81 building permits, including 7 new dwelling units, were issued for a total construction valuation of \$3,081,156. Total fees collected were \$17,238.
- A total of 60 electrical permits were issued with a total of \$5,823 in fees collected.
- A total of 75 plumbing permits were issued with a total of \$7,725 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in Greenfield, in October 2007. This workshop was attended by about 100 local builders, 6 from Conway.

Planning and Development Department

- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, Staff worked with Town officials to conduct a survey about the town's permitting protocols. Results were included in a statewide guide and a Franklin County summary.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Conway residents returned the completed survey.
- Staff and a FRCOG Environmental Engineering Consultant completed DEP reports and conducted groundwater monitoring as part of the Brownfield clean-up at the Former Auto Service Station property on Main Street.
- At the request of municipal officials and local legislators, staff worked to pursue State designation of Route 116 as a Scenic Byway.
- Staff researched land use changes and conducted windshield surveys in Conway as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- A water quality sampling program to determine the presence of E. coli was conducted in the South River.
- Staff assisted the Town Administrator in identifying which agencies had jurisdiction over the roadways in the town.
- Staff assisted a municipal official with technical specifications regarding acceptable road grades.

Regional Nurse Program

- Staff provided infectious disease reporting and follow-up on cases open with the Department of Public Health.
- Staff provided outreach to physicians and health care providers in region.
- Staff provided information and referral to residents seeking health care and social services.

- Staff provided response and appropriate follow up of resident health concerns with Dept. of Public Health Epidemiology Program.
- Staff provided public education through revolving cable notices and poster presentations and monthly submissions to *The Visitor*.
- Staff coordinated the purchase and delivery of childhood nutrition education literature and supplies to the Conway Elementary School nursing program.
- Staff facilitated participation of Conway Seniors in the Frontier Senior Flu Clinic.
- Staff provided services at the Frontier Regional Emergency Dispensing Site Mass Vaccination Drill held on December 1, 2007. Services including working with the Planning Committee to coordinate logistics and dispensing the vaccine, and providing a follow up inventory of medical and other supplies necessary to support future needs.

Regional Preparedness Program

- Conway received Personal Protective Equipment for emergency responders including 2 Cases (196) Splash Goggles, 2 Cases (240) Reg. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC) staff distributed \$4,850 in funding to Conway, Deerfield, Sunderland and Whatley for the December 1, 2007 Frontier Emergency Dispensing Site (EDS) Mass Vaccination Drill.
- Staff attended 1 Board of Health meeting and 4 Frontier EDS planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$1004 for the cost of 28 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- 31 Citizen Emergency Response Team (CERT) and Medical Reserve Corp (MRC) volunteers participated in the Frontier EDS Mass Vaccination Drill and the Infectious Disease workshop.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 8 Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$4,272 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 5 caps, 5 vests, 3 car magnets, and educational buttons and posters to the Board of Health.
- Staff wrote a successful grant funding proposal for the Frontier EDS Mass Vaccination Drill, evaluated the exercise, and wrote an After Action Report.
- FRCOG staff designed, facilitated, wrote the Situation Manual, and wrote the After Action Report for the Frontier Infectious Disease Workshop.

Workshops & Training

- A member from the Conway Master Plan Committee attended the FRCOG-sponsored Citizen Planner Training Collaborative workshop entitled "How to Hold a Perfect Public Hearing."
- 4 Officials and staff attended one or more of the Board of Health Capacity-Building Workshops on On-Line Communicable Disease Reporting, High Tech Tools, and Outdoor Woodburning Boiler Regulations.
- 2 Officials attended the Local Public Health Regionalization Forum.
- 1 Official attended the Frontier EDS Infectious Disease Workshop.
- 1 Official attended the Energy Saving Performance Contracting Seminar.
- 1 Official attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.

FRCOG Services to Deerfield – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Frontier Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Frontier Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Deerfield participated in cooperative bids and contracts for Highway Products and Services, and the Dog Licenses & Tags Program.

Planning and Development Department

- At the request of the Town, Staff secured Brownfields funding and completed environmental site assessment work for the Lake Asphalt Plant site.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff worked with Town officials and landowners to explore whether the State's Chapter 43D Expedited Permitting program would benefit the town's economic development efforts.
- Staff worked with Town officials to prepare a grant application to the State's Chapter 43D Expedited Permitting program to streamline the permitting process and conduct pre-development activities at the former Oxford Foods Site. The Town received \$135,000 in funding for the former Oxford Foods Site which was the first "Priority Development Site" designated by the Commonwealth in Franklin County and the Pioneer Valley.
- Staff continued to provide technical assistance in completing construction of the Canalside Trail Bicycle Path in Montague and Deerfield. The Bike Path will formally open in 2008.
- Staff continued work to fabricate and install Franklin County Bikeway logo signs and the "share the road" signs as part of the Transportation Demand Management Program, *Share the Road in the Connecticut River Valley*.
- Staff provided technical assistance to the Planning Board on a Site Plan Review application.
- At the request of municipal officials and local legislators, staff worked to pursue State designation of Route 116 as a Scenic Byway.

Regional Nurse Program

- Staff provided blood pressure and glucose Monitoring for residents and employees during weekly clinic hours.
- Staff provided blood pressure clinics at Old Home Day, the Senior Picnic, and the Frontier Senior Flu Clinic.
- Staff provided Infectious Disease Surveillance and follow-up on cases open with the Dept. of Public Health.
- Staff provided outreach to physicians and health care providers in region.
- Staff provided information and referral to residents seeking health care and social services.
- Staff provided public Education through revolving cable notices and poster presentations.
- Staff coordinated the purchase and delivery of childhood nutrition education literature and supplies to the Deerfield Elementary School nursing program.

- Staff provided services at the Frontier Regional Emergency Dispensing Site Mass Vaccination Drill held on December 1, 2007. Services including working with the Planning Committee to coordinate logistics and dispensing the vaccine, and providing a follow up inventory of medical and other supplies necessary to support future needs.

Regional Preparedness Program

- Deerfield received Personal Protective Equipment for emergency responders including 4 Cases (384) Splash Goggles, 4 Cases (480) Reg. size N-95 Respiratory Masks, 4 Cases (480) Sm. size N-95 Respiratory Masks, and 300 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC) staff distributed \$4,850 in funding to Conway, Deerfield, Sunderland and Whatley for the December 1, 2007 Frontier Emergency Dispensing Site (EDS) Mass Vaccination Drill.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Deerfield totaled \$4,692.
- Staff attended 1 Board of Health meeting and 4 Emergency Dispensing Site (EDS) planning meetings
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$1,778 for the cost of 34 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 8 additional Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$4,272 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 2 caps, 4 vests, and educational buttons and posters to the Board of Health.
- Staff wrote a successful grant funding proposal for the Frontier EDS Mass Vaccination Drill, evaluated the exercise, and wrote an After Action Report.
- FRCOG staff designed, facilitated, wrote the Situation Manual, and wrote the After Action Report for the Frontier Infectious Disease Workshop.
- 31 Citizen Emergency Response Team (CERT) and Medical Reserve Corp (MRC) volunteers participated in the Frontier EDS Mass Vaccination Drill and the Infectious Disease workshop.

Workshops & Training

- A member from the Deerfield Planning Board attended the FRCOG-sponsored Citizen Planner Training Collaborative workshop entitled "How to Hold a Perfect Public Hearing."
- 4 Officials and staff attended the Board of Health Capacity-Building Workshops on High Tech Tools, Disease Surveillance, and Alternative and Innovative Septic System Field Trip.
- 1 Official attended the Frontier EDS Infectious Disease Workshop.

FRCOG Services to Erving – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Gill-Montague Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff worked with the Gill-Montague Community School Partnership to develop a prevention plan for the district. CCT staff assisted the partnership with several large grant applications, and secured both state and federal funding for social norms marketing campaigns among students and parents in the Gill-Montague School District.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Twenty students from the Gill-Montague district and forty students from the Franklin County Technical School attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Erving participated in the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 78 building permits, including 3 new dwelling units, were issued for a total construction valuation of \$1,732,174. Total fees collected were \$11,449.
- A total of 29 plumbing permits were issued with \$2,910 in fees collected.
- A total of 37 electrical permits were issued with \$3,110 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in October, 2007. This workshop was attended by about 100 local builders.

Planning and Development Department

- Staff worked with the Town to prepare the Town's Commonwealth Capital application and supporting materials for Fiscal Year 2008.
- Staff continued to provide technical assistance to the Town and the Route 2 Task Force to implement Route 2 Safety Improvements. In 2007, construction was nearly complete on the Athol/Philipston section of the roadway, and other improvements were progressing in design and planning.
- Staff continued work to implement approved projects along the Connecticut River Scenic Farm Byway including the purchase of scenic easements, design and construction of streetscape improvements in Erving on Route 63 north of Millers Falls, and the development of Byway signs and a marketing website.
- Staff continued work on a Corridor Management Plan for the Mohawk Trail Scenic Byway East (Greenfield to Athol).
- Staff continued work to fabricate and install Franklin County Bikeway logo signs and the "share the road" signs as part of the Transportation Demand Management Program *Share the Road in the Connecticut River Valley*.
- Staff worked with the Planning Board to prepare zoning revisions to update the Town's Zoning Bylaws.
- Staff coordinated the completion of Phase III of the Connecticut River Watershed Restoration Project by working with vegetation and habitat specialists to conduct pre- and post-construction monitoring, provide technical assistance to the Connecticut River Streambank Erosion committee, and launching an interactive website (www.restoreconnriver.org) highlighting bioengineering work along the Connecticut River over the last decade.

- Staff conducted thirteen town-requested, and two FRCOG-requested traffic counts. The FRCOG-requested counts were in support of its Regional Traffic Count Program.
- Staff corresponded with the Highway Superintendent and Police Chief regarding the availability of Vehicle Classification Data for major roads related to developing restrictions on the use of Truck Engine Brakes.
- Staff provided 6 copies of Road Functional Classification maps to the Town Highway Superintendent upon request.

Regional Preparedness Program

- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC), staff purchased and distributed information sharing software to regional law enforcement agents to assist with policing efforts. Erving was the recipient of \$25,400 worth of software and support.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Erving totaled \$6,439.
- Staff attended 1 Board of Health meeting, and 7 Montague Regional Emergency Dispensing Site (EDS) planning meetings.
- Staff provided laptop computers, and medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, and easels. The equipment was purchased using \$9,680 of Public Health grant money provided by MAPHCO.
- Citizen Emergency Response Team (CERT) volunteers responded to the Usher Plant fire to provide support to First Responders.

Workshops & Training

- 1 Official attended the Board of Health Capacity-Building Workshop on Disease Surveillance.
- 2 Officials attended the Selectmen & Public Decision Making Workshop.
- 4 Officials attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.

FRCOG Services to Gill – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Gill-Montague Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff worked with the Gill-Montague Community School Partnership to develop a prevention plan for the district. CCT staff assisted the partnership with several large grant applications, and secured both state and federal funding for social norms marketing campaigns among students and parents in the Gill-Montague School District.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Twenty students from the Gill-Montague district and forty students from the Franklin County Technical School attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Gill participated in cooperative bids and contracts for Diesel Fuel, and the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 72 building permits, including 4 new dwelling units, were issued for a total construction valuation of \$10,310,669. Total fees collected were \$49,673.
- A total of 33 plumbing permits were issued with \$4,210 in fees collected.
- A total of 30 electrical permits were issued with \$8,935 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code at Bill's Restaurant on Oct 2, 2007. This workshop was attended by about 100 local builders, several from Gill.

Planning and Development Department

- Staff continued to provide technical assistance to the Town and the Route 2 Task Force to implement Route 2 Safety Improvements. In 2007, construction was nearly complete on the Athol/Philipston section of the roadway, and other improvements were progressing in design and planning.
- Staff continued work on a Corridor Management Plan for the Mohawk Trail Scenic Byway East (Greenfield to Athol).
- Staff provided the town with several new zoning maps to be used for planning purposes.
- Staff provided technical assistance to Town officials relative to the Mariamante Request for Proposal issued to attract a private developer.
- Staff worked with Town officials and landowners to explore whether the State's Chapter 43D Expedited Permitting program would benefit the town's economic development efforts.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff coordinated the completion of Phase III of the Connecticut River Watershed Restoration Project by working with vegetation and habitat specialists to conduct pre- and post-construction monitoring, provide technical assistance to the Connecticut River Streambank Erosion committee, and launching an interactive website (www.restoreconnriver.org) highlighting bioengineering work along the Connecticut River over the last decade.
- Staff conducted five town-requested traffic counts.

Regional Health Inspection Program

- Staff served as the Town's Health Agent working on behalf of the Board of Health. Services included attending 2 meetings with the Board of Health, conducting 2 summer camp inspections including compliance review for CORI and SORI background reports for camp staff and reviewing immunization records for campers, conducting 4 pool and 10 housing inspections, negotiating 1 Notice of Code Violation/Agreement to Correct in Lieu of Condemnation, investigating and reporting on 3 cases of communicable diseases. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Preparedness Program

- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC), staff purchased and distributed information sharing software to regional law enforcement agents to assist with policing efforts. Gill was the recipient of \$22,550 worth of software and support.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Gill totaled \$9,188.
- Staff attended 3 Board of Health meetings and 7 Montague Regional Emergency Dispensing Site (EDS) planning meetings.
- Staff provided laptop computers, and medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, and easels. The equipment was purchased using \$9,680 of Public Health grant money provided by MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 caps, 2 vests, and educational buttons and posters to the Board of Health.

Town Accounting Program

- Staff produced biweekly vendor and payroll warrants, and provided monthly budget reports to all officials and department heads.
- At year end, Free Cash certification was completed, and Schedule A was submitted to the Department of Revenue.
- Customized reports for committees and departments were developed and distributed.
- The Town accesses the Fundware accounting software program via a license agreement and over a secure internet connection to a server at the FRCOG office. Backups were completed daily and there was no unscheduled down time.
- Staff trained the new Town Administrator on the Fundware accounting system. From Town Hall it is now possible to use the internet to access data on the FRCOG server to research account transactions and vendor history.

Workshops & Training

- 2 Officials and staff attended the Board of Health Capacity-Building Workshops on High Tech Tools, and Outdoor Woodburning Boiler Regulations.
- 1 Official attended the Local Public Health Regionalization Forum.
- 1 Official attended the Energy Saving Performance Contracting Seminar.
- 2 Officials attended the Selectmen & Public Decision Making Workshop.

FRCOG Services to Greenfield – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition for Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Greenfield Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff provided curriculum, training, and funding to run the “Guiding Good Choices” 5-week parent education workshop series at Greenfield Middle School. Eight families with students at Greenfield Middle School completed the workshop series.
- Staff provided financial and technical support to the Leyden Woods Smart Moves program and Summer Sports Clinic.
- Staff provided curriculum and funding for a professional facilitator to lead a weekly substance abuse recovery group at the Recover Project on Federal Street.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifty students from Greenfield Middle and High schools, and fifteen students from Four-Rivers Charter School attended the day-long conference.

Cooperative Bidding & Purchasing Program

- Greenfield participated in cooperative bids and contracts for Highway Products and Services.

Planning and Development Department

- Staff continued working with the Town and the FRTA to develop a regional transit center. Activities including securing a site access agreement to conduct additional environmental site assessment work at the Toyota of Greenfield site, and completing an Environmental Assessment needed by the Federal Transit Administration to release funding for the project.
- Staff continued to provide technical assistance to the Town and the Route 2 Task Force to implement Route 2 Safety Improvements. In 2007, construction was nearly complete on the Athol/Philipston section of the roadway, and other improvements were progressing in design and planning.
- Staff continued work on a Corridor Management Plan for the Mohawk Trail Scenic Byway East.
- Staff secured the contract to work on the Mohawk Trail Scenic Byway (West) Facility Improvement Project that will fund planning for a canoe/kayak launch along the Deerfield River, the development and installation of historic markers and two informational kiosks, and open up overgrown River vistas.
- As part of the Route 2 West Safety Study, staff worked with the Town and MassHighway District 2 to design safety and flow improvements to the I-91/Route 2 rotary. The improvements are scheduled for construction in 2008.
- Staff provided technical support and data by request to developers, consultants and members of the public.
- Staff completed the Comprehensive Economic Development Strategy (CEDS) 2007 Annual Report, which maintained the eligibility for potential federal EDA funding for the First National Bank Building Redevelopment Project.
- Staff provided technical assistance to the Greenfield Redevelopment Authority to complete the Bank Row Urban Renewal Plan, including the provision of maps and traffic counts needed for the application.
- Staff worked with Town officials and landowners to explore whether the State’s Chapter 43D Expedited Permitting program would benefit the town’s economic development efforts.
- Staff worked with Town officials to prepare a \$100,000 grant application to the Chapter 43D Expedited Permitting program to streamline the permitting process and conduct predevelopment activities for the Bank Row area.

- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, Staff worked with Town officials to conduct a survey about the town's permitting protocols. Results were included in a statewide guide and a Franklin County summary.
- Staff reviewed and provided comments on the Expanded Environmental Notification Form filed for a proposed "big box" development on the French King Highway.
- Staff researched land use changes and conducted windshield surveys in Greenfield as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River.
- Staff completed the reporting requirements necessary to maintain the Town's eligibility for the Economic Development Incentive Program through the Franklin County Economic Target Area. In Fiscal Year 2007, Greenfield approved one Certified Project, the Arbors, for which it has been estimated that the project will create 16 new jobs and leverage \$10 million in private investment.
- Staff conducted twelve town-requested, four MassHighway-requested, and eleven FRCOG-requested traffic counts.
- Staff continued working with the Greenfield DPW on an analysis of intersection improvements, including consideration of a roundabout at the entrance to Greenfield Community College.

Regional Preparedness Program

- Greenfield received Personal Protective Equipment for emergency responders including 7 Cases (672) Splash Goggles, 3.75 Cases (450) Reg. size N-95 Respiratory Masks, 4 Cases (480) Sm. size N-95 Respiratory Masks, and 200 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff attended 8 meetings with the Board of Health/Health Department, and 2 Emergency Dispensing Site (EDS) planning meetings
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$7,298 of medical and clerical supplies for the two Greenfield EDS sites including two sets of EDS signs with carrying case, blood pressure cuffs, stethoscopes, easels, and a satellite phone with two years of service to ensure redundant EDS communications.
- MAPHCO awarded the Greenfield Health Department \$4,500 to fund a part-time public health nurse for the summer. The Nurse performed an in-house health screening for Town of Greenfield employees including blood pressure, blood sugar, and cholesterol counts, provided a public blood pressure screening clinic, conducted communicable disease follow-up, and assisted planning for the City's EDS.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 5 caps, 5 vests, 2 car magnets, and educational buttons and posters to the Health Department.

Workshops & Training

- 3 Officials and staff attended the Board of Health Capacity-Building Workshops on On-Line Communicable Disease Reporting and Outdoor Woodburning Boiler Regulations.
- 1 Official attended the Perc-Rite Septic Training.
- 1 Official attended the Frontier EDS Infectious Disease Planning Workshop.
- 1 Official attended the Energy Saving Performance Contracting Seminar.
- 23 Citizen Emergency Response Team and Medical Reserve Corp volunteers participated in the MEMA/ VT Yankee /GCC Reception Center Drill.
- 15 Citizen Emergency Response Team and Medical Reserve Corp volunteers participated in the Franklin Medical Center Disaster Drill.
- 15 Citizen Emergency Response Team and Medical Reserve Corp volunteers were activated to open a shelter in Greenfield for potential flood victims.

FRCOG Services to Hawley – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High school families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Hawley participated in the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 27 building permits, including 2 new dwelling units, were issued for a total construction valuation of \$457,007. Total fees collected were \$3,087.
- A total of 11 plumbing permits were issued with \$870 in fees collected.
- A total of 11 electrical permits were issued with \$775 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in October 2007. This workshop was attended by about 100 local builders.

Planning and Development Department

- Staff worked with Town officials and volunteers to develop a Local Natural Hazard Mitigation Plan that identifies critical facilities that may be at risk during a natural disaster, and recommends ways to respond to such events and minimize impacts. The plan was approved by the Federal and Massachusetts Emergency Management Agencies in 2007, and provides eligibility for the Town to apply for Pre-Disaster Mitigation grants.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff worked with municipal officials to begin the process of expanding the Greater Franklin County Economic Target Area to include Hawley.
- Staff researched land use changes and conducted windshield surveys in Hawley as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- A water quality sampling program to determine the presence of E. coli was conducted in the Chickley River.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Hawley residents returned the completed survey.
- Staff collaborated with the Berkshire Regional Planning Commission to develop an inventory of road conditions in the Chickley Watershed.
- Staff researched the status of the Route 8A Road Improvement project being designed by MassHighway District 1.

- Staff provided the Highway Superintendent with information related to conducting a Pavement Management Study of the town's paved road network.

Regional Health Inspection Program

- Staff served as the Town's Health Agent working on behalf of the Board of Health. Services included attending 1 meeting with the Board of Health, following up on 1 housing inspection, conducting 2 Food Code inspections, issuing 1 Notice of Code Violation/Order to Correct, conducting 2 site visits, beginning the licensing process to bring the recreational camp for children into compliance with the State regulations, and conducting an investigation and issuing a report on the Board's concerns with the well and septic system at the State Forest facilities. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Preparedness Program

- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Hawley totaled \$2,320.
- Staff attended 1 Board of Health meeting and 2 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$590 towards the cost of installing satellite internet services in Town Hall.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 1 Family Emergency Preparedness Kit for the Towns to use to educate citizens about personal emergency planning. The equipment was purchased using \$1,032 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 caps, 2 vests, and educational buttons and posters to the Board of Health.

Workshops & Training

- 1 Official attended the Selectmen & Public Decision Making Workshop.
- 1 Official attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.

FRCOG Services to Heath – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High school families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Heath participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, Gasoline, Highway Products and Services, and the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 51 building permits, including 2 new dwelling units, were issued for a total construction valuation of \$1,448,732. Total fees collected were \$9,050.
- A total of 32 plumbing permits were issued with \$3,555 in fees collected.
- A total of 20 electrical permits were issued with \$2,210 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in October 2007. This workshop was attended by about 100 local builders.

Planning and Development Department

- Staff worked with Town officials and volunteers to develop a Local Natural Hazard Mitigation Plan that identifies critical facilities that may be at risk during a natural disaster, and recommends ways to respond to such events and minimize impacts. The plan was approved by the Federal and Massachusetts Emergency Management Agencies in 2007, and provides eligibility for the Town to apply for Pre-Disaster Mitigation grants.
- Staff researched land use changes and conducted windshield surveys in Heath as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Heath residents returned the completed survey.
- Staff provided the Town Administrator with technical assistance regarding the process for changing the functional classification of a roadway in town.
- Staff provided the Highway Superintendent with suggestions on how to review Bridge Inspection Reports.

Regional Health Inspection Program

- Heath joined the Regional Health Inspection Program mid-year in 2007. Staff served as the Town's Health Agent working on behalf of the Board of Health. Services included attending 11 meetings with the Board of Health, developing a computerized database program and permit tracking system for managing the Temporary Occupancy Permit effort, conducting 5 permit reviews/inspections for the temporary occupancy permit program, helping conduct a complete physical inventory of temporary units subject to the Board's

regulations, conducting 5 site visits, and mailing out 270 temporary occupancy permit application packages to property owners. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Preparedness Program

- Heath received Personal Protective Equipment for emergency responders including 1 Case (96) Splash Goggles, 2 Cases (240) Reg. size N-95 Respiratory Masks, 1 Case (120) Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Heath totaled \$4,800.
- Staff attended 1 Board of Health meeting and 2 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$716 for 20 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels and 1 Family Emergency Preparedness Kit for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$1,032 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 5 caps, 5 vests, 2 sets of car magnets, and educational buttons and posters to the Board of Health.

Workshops & Training

- Board of Health Officials attended Capacity-Building Workshops on On-Line Communicable Disease Reporting, Outdoor Woodburning Boiler Regulations, Sludge Hammer: a new septic leach field repair technology, Disease Surveillance, and the Alternative and Innovative Septic System Field Trip.
- 1 Official attended the Local Public Health Regionalization Forum.
- 1 Official attended the Selectmen & Public Decision Making Workshop.

FRCOG Services to Leverett – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Cooperative Bidding & Purchasing Program

- Leverett participated in cooperative bids and contracts for Diesel, Gasoline, Highway Products and Services, and the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 72 building permits, including 9 new dwelling units, were issued with a total construction valuation of \$2,757,889. Total fees collected were \$17,032.
- A total of 74 plumbing permits were issued with \$7,105 in fees collected.
- A total of 50 electrical permits were issued with \$5,300 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in October 2007. This workshop was attended by about 100 local builders, 3 from Leverett.

Planning and Development Department

- Staff worked with the Planning Board to prepare updates to its Flexible Development Bylaw and to prepare a new Zoning Map.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.

Regional Preparedness Program

- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Leverett totaled \$2,571.
- Staff attended 3 Board of Health meetings and 1 Emergency Dispensing Site (EDS) planning meeting.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Mini-grant money provided \$1,604 towards the purchase of emergency sheltering supplies, and provided partial payment for the town's Connect CTY community emergency communication system.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 5 caps, 2 vests, and educational buttons and posters to the Board of Health.
- 1 Official attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.

FRCOG Services to Leyden – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Pioneer Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Pioneer Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Leyden participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, Highway Products and Services, and the Dog Licenses & Tags Program.
- The Pioneer Valley Regional School District participated in cooperative bids and contracts for #2 Fuel Oil.

Franklin County Cooperative Inspection Program

- A total of 41 building permits, including 1 new dwelling unit, were issued with a total construction valuation of \$849,846. Total fees collected were \$5,480.
- A total of 13 plumbing permits were issued with \$1,110 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in October 2007. This workshop was attended by about 100 local builders, 2 from Leyden.

Planning and Development Department

- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff, and its environmental engineering consultant, completed an environmental site assessment study of the Old Forge property funded through the FRCOG's Brownfield program.
- Staff researched land use changes and conducted windshield surveys in Leyden as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.

Regional Preparedness Program

- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff attended 1 Board of Health meeting and 10 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$698 for 20 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 13 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,400 of Public Health grant money provided through MAPHCO.

- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied educational buttons and posters to the Board of Health.

Workshops & Training

- A member from the Leyden Planning Board attended the FRCOG-sponsored Citizen Planner Training Collaborative workshop entitled “How to Hold a Perfect Public Hearing.”
- 1 Official attended the Board of Health Capacity-Building Workshops on Outdoor Woodburning Boiler Regulations.
- 1 Official attended the Local Public Health Regionalization Forum.

FRCOG Services to Monroe – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Cooperative Bidding & Purchasing Program

- Monroe participated in the Dog Licenses & Tags Program.

Planning and Development Department

- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff researched land use changes and conducted windshield surveys in Monroe as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Several Monroe residents returned the completed survey.

Regional Health Inspection Program

- Staff served as Town's Health Agent working on behalf of the Board of Health. Services included attending 2 meetings with the Board of Health, and conducting 3 Food Code inspections and re-inspections. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Preparedness Program

- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff attended 1 Board of Health meeting and 2 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$518 towards the cost of installing satellite internet service in Town Hall.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 1 Family Emergency Preparedness Kit for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$1,032 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 2 vests, and educational buttons and posters to the Board of Health.

FRCOG Services to Montague – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Gill-Montague Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff worked with the Gill-Montague Community School Partnership to develop a prevention plan for the district. CCT staff assisted the partnership with several large grant applications, and secured both state and federal funding for social norms marketing campaigns among students and parents in the Gill-Montague School District.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Twenty students from the Gill-Montague district and forty students from the Franklin County Technical School attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Montague participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, Gasoline, Highway Products and Services, and the Dog Licenses & Tags Program.
- The Turners Falls Fire District participated in cooperative bids and contracts for #2 Fuel Oil.

Planning and Development Department

- Staff secured Brownfields funding and completed environmental site assessment work at the former Griswold Cotton Mill, and conducted additional work under the Brownfields program at the Strathmore and Beauchesne properties.
- Staff continued to work with municipal officials on a potential Industrial Park at the Northeast Utilities' Property in the Montague Plains.
- Staff completed the reporting requirements to maintain the Town's eligibility for the Economic Development Incentive Program through the Franklin County Economic Target Area.
- Staff continued to provide technical assistance to the Town and the Route 2 Task Force to implement Route 2 Safety Improvements. In 2007, construction was nearly complete on the Athol/Philipston section of the roadway, and other improvements were progressing in design and planning.
- Staff continued work to implement approved projects along the Connecticut River Scenic Farm Byway including the purchase of scenic easements, design and construction of streetscape improvements in Erving on Route 63 north of Millers Falls, and the development of Byway signs and a marketing website.
- Staff continued to provide technical assistance in completing construction of the Canalside Trail Bicycle Path in Montague and Deerfield. The Bike Path will formally open in 2008.
- Staff continued work on a Corridor Management Plan for the Mohawk Trail Scenic Byway East (Greenfield to Athol).
- Staff worked with Town officials and landowners to explore whether the State Chapter 43D Expedited Permitting program would benefit the town's economic development efforts.
- Staff worked with Town officials to prepare a grant application to the State's Chapter 43D Expedited Permitting program to streamline the permitting process and conduct predevelopment activities at the Strathmore site. The Town received \$100,000 in funding for the former Strathmore Paper Mill which was the second "Priority Development Site" designated in Franklin County.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey

regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.

- Staff conducted five MassHighway-requested traffic counts.

Regional Preparedness Program

- Montague received Personal Protective Equipment for emergency responders including 1 Case (96) Splash Goggles, 2 Cases (240) Reg. size N-95 Respiratory Masks, and 1 Case (120) Sm. size N-95 Respiratory Masks. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Montague totaled \$5,541.
- Staff attended 2 Board of Health meetings and 7 Montague Regional Emergency Dispensing Site (EDS) planning meetings.
- Staff provided laptop computers, and medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 8 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$9,680 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 caps, 6 vests, and educational buttons and posters to the Board of Health.

Workshops & Training

- Board of Health Officials and staff attended Capacity-Building Workshops on On-Line Communicable Disease Reporting, High Tech Tools, and Outdoor Woodburning Boiler Regulations.
- 1 Official attended the Local Public Health Regionalization Forum.
- 1 Official attended the Frontier EDS Infectious Disease Planning Workshop.

FRCOG Services to New Salem – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive teen health survey to assess teen attitudes and behavior in the Mahar Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff facilitated the North Quabbin Teen Pregnancy Prevention Task Force (now merged with the North Quabbin Community Coalition's Youth Policy Board) to promote teen pregnancy prevention in the North Quabbin Region.
- CCT provided financial support to Community Action's Healthy Connections Program, a Community Health Educator, The Young Entrepreneurs Society (YES) in Orange, and to the Athol Area YMCA.
- Staff helped integrate the Teen Outreach Program, a service-learning curriculum, into the Special Education Department at Mahar Regional School.
- Staff worked with Mahar Health Education Department in promoting the National Day to Prevent Teen Pregnancy among all high school students.
- CCT provided financial support and transportation to Mahar students interested in attending CCT's 16th Annual Youth Conference on April 11, 2007 at Greenfield Middle School. Forty students from Ralph C. Mahar Regional School District attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.
- Staff provided curriculum, training, and funding to run the Guiding Good Choices 5-week parent education workshop series at Mahar. Eleven families with students in Mahar Regional and Orange Elementary schools completed the workshop series.

Cooperative Bidding & Purchasing Program

- New Salem participated in the Dog Licenses & Tags Program.

Planning and Development Department

- Staff worked with Planning Board members and other municipal officials to prepare Zoning Bylaw revisions including a new Conservation Development Bylaw and Site Plan Review section.
- Staff worked to secure funding to complete a corridor management plan for the section of the newly designated Route 122 Scenic Byway (Wachusett Scenic Byway) located in the towns of Orange and New Salem.
- Staff coordinated the implementation of a test wireless broadband network in New Salem as part of a larger effort to bring broadband capability to all western Massachusetts communities. The work was funded through a grant from the Massachusetts Technology Collaborative John Adams Innovation Institute.
- Staff conducted one FRCOG-requested Traffic Count. The FRCOG-requested count was in support of its Regional Traffic Count Program.

Regional Preparedness Program

- New Salem received Personal Protective Equipment for emergency responders including 1 Case (96) Splash Goggles, 2 Cases (240) Reg. size N-95 Respiratory Masks, 1 Case (120) Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.

- Note: For Public Health Preparedness activities, New Salem is currently in Region 2, the Worcester County Public Health Preparedness Coalition.

Town Accounting Program

- Staff produced biweekly vendor and payroll warrants, and provided monthly budget reports to all officials and department heads.
- At year end, Free Cash certification was completed, and Schedule A was submitted to the Department of Revenue.
- Customized reports for committees and departments were developed and distributed.
- The Town accesses the Fundware accounting software program via a license agreement and over a secure internet connection to a server at the FRCOG office. Backups were completed daily and there was no unscheduled down time.

Workshops & Training

- A member from the New Salem Planning Board attended the FRCOG-sponsored Citizen Planner Training Collaborative workshop entitled “How to Hold a Perfect Public Hearing.”
- 1 Official attended the Board of Health Capacity-Building Workshops on Sludge Hammer: a new septic leach field repair technology.
- 2 Officials attended the Selectmen & Public Decision Making Workshop.

FRCOG Services to Northfield – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Pioneer Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Pioneer Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Northfield participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, and the Dog Licenses & Tags Program.
- The Pioneer Valley Regional School District participated in the cooperative bids and contracts for #2 Fuel Oil.

Planning and Development Department

- Staff worked to implement approved projects along the Connecticut River Scenic Farm Byway including the purchase of scenic easements, design and construction of streetscape improvements in Erving on Route 63 north of Millers Falls, and the development of Byway signs and a marketing website.
- Staff continued to provide assistance and support during the design phase of the Northfield Main Street Streetscape Improvement Project.
- Staff continued work to fabricate and install Franklin County Bikeway (including the Northfield Connector) logo signs and the "share the road" signs as part of the Transportation Demand Management Program *Share the Road in the Connecticut River Valley*.
- Staff completed their inventory of riparian conditions along several reaches of Four Mile Brook and its tributaries, and completed the second year of a macroinvertebrate sampling program. The expected outcome of this multi-year project will be conceptual engineering designs for several projects along Four Mile Brook Road to reduce sediment loading to the brook, and recommendations for managing the watershed to protect water quality.
- Staff coordinated the completion of Phase III of the Connecticut River Watershed Restoration Project by working with vegetation and habitat specialists to conduct pre- and post-construction monitoring, provide technical assistance to the Connecticut River Streambank Erosion committee, and launching an interactive website (www.restoreconnriver.org) highlighting bioengineering work along the Connecticut River over the last decade.
- Staff conducted two municipal requested and one FRCOG requested traffic counts. The FRCOG requested count was in support of its Regional Traffic Count Program.
- Staff conducted research on street lighting requirements at intersections, for the Northfield Energy Committee.

Regional Preparedness Program

- Northfield received Personal Protective Equipment for emergency responders including 106 Splash Goggles, 125 Reg. size N-95 Respiratory Masks, 125 Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.

- Staff attended 1 Board of Health meeting and 10 Mohawk Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$1,328 for a computer for the Board of Health.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 13 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,400 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied caps, 1 vest, and educational buttons and posters to the Board of Health.

Workshops & Training

- 2 Officials and staff attended the Board of Health Capacity-Building Workshops on Sludge Hammer: a new septic leach field repair technology, and Disease Surveillance.
- 1 Official attended the Selectmen & Public Decision Making Workshop.
- A member from the Northfield Planning Board attended the FRCOG-sponsored Citizen Planner Training Collaborative workshop entitled “How to Hold a Perfect Public Hearing.”

FRCOG Services to Orange – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive teen health survey to assess teen attitudes and behavior in the Mahar Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff facilitated the North Quabbin Teen Pregnancy Prevention Task Force (now merged with the North Quabbin Community Coalition's Youth Policy Board) to promote teen pregnancy prevention in the North Quabbin Region.
- CCT provided financial support to Community Action's Healthy Connections Program, a Community Health Educator, The Young Entrepreneurs Society (YES) in Orange, and to the Athol Area YMCA.
- Staff helped integrate the Teen Outreach Program, a service-learning curriculum, into the Special Education Department at Mahar Regional School.
- Staff worked with Mahar Health Education Department in promoting the National Day to Prevent Teen Pregnancy among all high school students.
- CCT provided financial support and transportation to Mahar students interested in attending CCT's 16th Annual Youth Conference on April 11, 2007 at Greenfield Middle School. Forty students from Ralph C. Mahar Regional School District attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group
- Staff provided curriculum, training, and funding to run the Guiding Good Choices 5-week parent education workshop series at Mahar. Eleven families with students in Mahar Regional and Orange Elementary schools completed the workshop series.

Cooperative Bidding & Purchasing Program

- Orange participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, Gasoline, and the Dog Licenses & Tags Program.
- Young Entrepreneurs Society participated in the Purchasing Program's cooperative bids and contracts for #2 Fuel Oil.

Planning and Development Department:

- Staff provided grant administration and technical support during the construction of the Orange Riverfront Park.
- Staff prepared an Invitation for Bids and assisted with the procurement process to secure a building kit to construct a Boat House at the Riverfront Park.
- Staff assisted the Town in securing \$210,000 in Brownfields funding for the clean-up of asbestos and other hazardous materials in the Putnam Hall Building.
- Staff completed the Comprehensive Economic Development Strategy (CEDS) 2007 Annual Report, which maintained eligibility for federal Economic Development Administration (EDA) funding for Putnam Hall.
- Staff completed the reporting requirements to maintain the Town's eligibility for the Economic Development Incentive Program through the Franklin County Economic Target Area.
- Staff continued to provide technical assistance to the Town and the Route 2 Task Force to implement Route 2 Safety Improvements. In 2007, construction was nearly complete on the Athol/Philipston section of the roadway, and other improvements were progressing in design and planning.
- Staff continued work on the Corridor Management Plan for the Mohawk Trail Scenic Byway East (Greenfield to Athol).

- Staff worked to secure funding to prepare a corridor management plan for the section of the newly designated Route 122 Scenic Byway (Wachusett Scenic Byway) located in the towns of Orange and New Salem.
- Staff assisted the Town in preparing a scope of work for a Slum & Blight Inventory.
- Staff worked with Town officials and landowners to explore whether the State's Chapter 43D Expedited Permitting program would benefit the town's economic development efforts.
- Staff met with municipal officials to identify potential Priority Development Sites and pre-development activities, and began to develop a \$100,000 grant application for the State's Expedited Permitting Program.
- Staff worked with the Town to prepare the Town's Commonwealth Capital application for Fiscal Year 2008 and supporting materials.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff conducted three town-requested and five FRCOG-requested traffic counts.
- At the request of the Town Administrator, Staff provided a detailed analysis of speed and vehicle classification data for the counts conducted along the Route 2A corridor in Town.
- Staff provided the Town Administrator with a cost estimate for conducting a pavement management study.
- Staff met with the Highway Superintendent and assisted in preparing a Project Need Form for the proposed North Main Street reconstruction project.

Regional Preparedness Program

- Orange received Personal Protective Equipment for emergency responders including 2 Cases (192) Splash Goggles, 2 Cases (240) Reg. size N-95 Respiratory Masks, 2 Cases (240) Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary to the Western Regional Homeland Security Advisory Council (WRHSAC), staff purchased and distributed information sharing software to regional law enforcement agents to assist with policing. Orange was the recipient of \$28,550 worth of software and support.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Orange totaled \$5,155.
- Note: For Public Health Preparedness activities, Orange is currently in Region 2, Worcester County.

Town Accounting Program

- Staff produced biweekly vendor and payroll warrants, and provided monthly budget reports to all officials and department heads.
- At year end, Free Cash certification was completed, and Schedule A was submitted to the Department of Revenue.
- Customized reports for committees and departments were developed and distributed.
- The Town accesses the Fundware accounting software program via a license agreement and over a secure internet connection to a server at the FRCOG office. Backups were completed daily and there was no unscheduled down time.

Workshops & Training

- A member from the Orange Planning Board attended the FRCOG-sponsored Citizen Planner Training Collaborative workshop entitled "How to Hold a Perfect Public Hearing."
- Board of Health Officials and staff attended Capacity-Building Workshops on On-Line Communicable Disease Reporting, and High Tech Tools.
- 1 Official attended the Frontier EDS Infectious Disease Planning Workshop.
- 1 Official attended the Selectmen & Public Decision-Making Workshop.

FRCOG Services to Rowe – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High school families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Rowe participated in the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 7 plumbing permits were issued with \$1,070 in fees collected.
- A total of 17 electrical permits were issued with \$1,995 in fees collected.

Planning and Development Department

- Staff prepared a GIS Zoning map and an Environmental Constraints map for the Town Select Board.
- Staff researched land use changes and conducted windshield surveys in Rowe as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Rowe residents returned the completed survey.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff met with the Select Board to discuss issues related to reuse of the Yankee Rowe Nuclear Power Plant site.

Regional Preparedness Program

- Rowe received Personal Protective Equipment for emergency responders including 10 Splash Goggles, 5 Reg. size N-95 Respiratory Masks, 5 Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff attended 1 Board of Health meeting, and 2 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$590 for 10 sheet/blanket sets for

- cots, assistance with the cost of the Town Hall high speed internet service, and 6 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 1 additional Family Emergency Preparedness Kit for the Town to use to educate citizens about personal emergency planning . The equipment was purchased using \$1,032 of Public Health grant money provided through MAPHCO.
 - As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied educational buttons and posters to the Board of Health.

Workshops & Training

- Board of Health Officials attended Capacity-Building Workshops on On-Line Communicable Disease Reporting, Outdoor Woodburning Boiler Regulations, and the Alternative and Innovative Septic System Field Trip.
- 2 Officials attended the Frontier EDS Infectious Disease Planning Workshop.
- 1 Official attended the Selectmen & Public Decision-Making Workshop.

FRCOG Services to Shelburne – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior at the Mohawk Trail Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff assisted a parent committee with organization of the Safe Homes Parent Network, which now includes approximately 64% of all Mohawk Trail Regional Middle and High school families.
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Four students from Mohawk Trail Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Shelburne participated in cooperative bids and contracts for Highway Products and Services.
- The Shelburne Falls Fire District participated in cooperative bids and contracts for #2 Fuel Oil.

Franklin County Cooperative Inspection Program

- A total of 88 building permits, including 5 new dwelling units, were issued for a total construction valuation of \$2,781,538. Total fees collected were \$ 18,067.
- A total of 72 plumbing permits were issued with \$7,845 in fees collected.
- A total of 62 electrical permits were issued with \$6,925 in fees collected.
- The inspection program conducted a workshop on the new 7th edition Massachusetts Building Code in October 2007. This workshop was attended by about 100 local builders, 2 from Shelburne.

Planning and Development Department

- Staff continued work on the Route 112 Scenic Byway, including the development of inventories and assessments of scenic landscapes and natural, historic, and transportation resources.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff completed a West County Transit Study to determine transit needs and potential service expansions for west county. The project included mailing a survey to all west county households to identify potential demand and transportation challenges. Numerous Shelburne residents returned the completed survey.
- Staff researched land use changes and conducted windshield surveys in Shelburne as part of a broader project to identify potential sources of non-point pollution in 6 sub-watersheds of the Deerfield River. In 2008, an inventory of potential non-point sources of pollution and a discussion of possible associated problems will be completed, along with recommendations for mitigating action.
- Staff secured the contract to work on the Mohawk Trail Scenic Byway (West) Facility Improvement Project that will fund planning for a canoe/kayak launch area along the Deerfield River, the development and installation of historic markers, the design and installation of two informational kiosks, and the selective tree pruning of identified locations to restore river overlook areas along the Deerfield River.
- Staff worked with the Town to prepare the Town's Commonwealth Capital application for Fiscal Year 2008 and supporting materials.
- Staff continued work on the Route 2 West Safety Study that includes Route 2 through Shelburne. Efforts focused on reviewing crash data within the town, and researching possible safety improvements for the corridor.

- Staff conducted three FRCOG-requested traffic counts in support of its Regional Traffic Count Program.
- Staff provided traffic count data for the Route 2 corridor to assist the Town with its zoning project.

Regional Health Inspection Program

- Staff served as the Town's Health Agent working on behalf of the Board of Health until June 30, 2007. Services included attending 1 meeting with the Board of Health, conducting 3 housing/sanitary code inspections, issuing 2 Letters of Compliance, conducting 1 Food Code inspection, conducting 2 pool inspections or re-inspections, conducting 5 recreational summer camp inspections or re-inspections including compliance review for CORI and SORI background reports for camp staff and reviewing immunization records for campers. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Preparedness Program

- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC) staff purchased and distributed information sharing software to regional law enforcement agents to assist with policing. Shelburne was the recipient of \$21,400 worth of software and support.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Shelburne totaled \$4,682.
- Staff attended 1 Board of Health meeting and 2 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$1,040 towards the cost of blood pressure cuffs, stethoscopes and other medical supplies for the Town Board of Health.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 11 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,034 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 caps, 3 vests, 3 sets of car magnets, and educational buttons and posters to the Board of Health.

Workshops & Training

- A member from the Shelburne Planning Board attended the FRCOG-sponsored Citizen Planner Training Collaborative workshop entitled "How to Hold a Perfect Public Hearing."
- 4 Officials attended the Board of Health Capacity-Building Workshops on On-Line Communicable Disease Reporting, and Outdoor Woodburning Boiler Regulations.
- 2 Officials attended the Selectmen & Public Decision Making Workshop.
- 4 Officials attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.
- 1 Official from Shelburne attended the REPC's Hazardous Material Awareness Training.

FRCOG Services to Shutesbury – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Cooperative Bidding & Purchasing Program

- Shutesbury participated in cooperative bids and contracts for Highway Products and Services.

Franklin County Cooperative Inspection Program

- A total of 74 building permits, including 4 new dwelling units, were issued for a total construction valuation of \$2,169,577. Total fees collected were \$14,132.
- Shutesbury does not currently participate in the FCCIP's Electrical or Plumbing Inspection Programs.

Planning and Development Department

- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff conducted one FRCOG requested traffic count in support of its Regional Traffic Count Program.
- Staff worked with the Planning Board to prepare a new draft zoning map.

Regional Preparedness Program

- Shutesbury received Personal Protective Equipment for emergency responders including 106 Splash Goggles, 125 Reg. size N-95 Respiratory Masks, 125 Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Shutesbury totaled \$1,455.
- Staff attended 1 Board of Health meeting, and 1 Emergency Dispensing Site (EDS) planning meeting.
- Staff provided technical supplies for the Emergency Dispensing Site (EDS) stockpile, including radios and bar code scanners. The supplies were purchased using \$1,589 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 6 vests, 6 caps, 1 set of car magnets, and educational buttons and posters to the Board of Health.
- Staff acted as evaluator for the town EDS clinic exercise.

Workshops & Training

- 3 Officials and staff attended the Board of Health Capacity-Building Workshops on On-Line Communicable Disease Reporting, Outdoor Woodburning Boiler Regulations, and Disease Surveillance.

FRCOG Services to Sunderland – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Frontier Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Frontier Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Sunderland participated in cooperative bids and contracts for #2 Fuel Oil, Diesel, Gasoline, Highway Products and Services, and the Dog Licenses & Tags Program.

Planning and Development Department

- Staff worked with the Planning Board and other municipal officials to complete an Affordable Housing Plan that was approved by the Massachusetts Department of Housing and Community Development.
- Staff worked to implement approved projects along the Connecticut River Scenic Farm Byway including the purchase of scenic easements, and the development of Byway signs and a marketing website.
- Staff secured a contract from MassHighway to coordinate and oversee the design and construction of a scenic overlook on Route 47 along the Connecticut River Scenic Farm Byway. Activities included following the procurement process to select a certified arborist and a civil engineer firm to develop design plans, and executing contracts with both firms.
- Staff worked with Town officials to explore whether the State's Chapter 43D Expedited Permitting program would benefit the town's economic development efforts, and met with the Select Board and Economic Development Committee to discuss the Town's economic development goals.
- Staff worked with Town officials to prepare and file a Brownfields application for the Wastewater Treatment Plant's reed bed facility. The application was submitted to the Environmental Protection Agency and was required in order to include the facility in the regional Brownfields Program.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff continued to provide extensive data collection, data analysis, and technical assistance to MassHighway District 2 in the development and monitoring of safety improvements for the Route 116 corridor by the 7-11 Plaza.
- Staff conducted five traffic counts in support of the Regional Traffic Count Program.
- Staff continued to provide traffic related data and support to the Town in its review of a Chapter 40B residential development on Plumtree Road.

Regional Health Inspection Program

- Staff served as Town's Housing Code Enforcement Agent. Services included attending 5 meetings with the Board of Health or Town staff, conducting 28 housing/sanitary inspections or re-inspections, issuing 5 Notices of Code Violation/Orders to Correct, and issuing 4 Letters of Compliance. Staff also procured grant funding for a partial refund for the costs of the Health Inspection Program.

Regional Nurse Program

- Staff provided services at the Frontier Regional Emergency Dispensing Site Mass Vaccination Drill held on December 1, 2007. Services including working with the Planning Committee to coordinate logistics and dispensing the vaccine, and providing a follow up inventory of medical and other supplies necessary to support future needs.

Regional Preparedness Program

- Sunderland received Personal Protective Equipment for emergency responders including 2 Cases (192) Splash Goggles, 2 Cases (240) Reg. size N-95 Respiratory Masks, 2 Cases (240) Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$1,508 to purchase cots for emergency sheltering in Sunderland.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 8 Family Emergency Preparedness Kits that the Town can use to educate citizens about personal emergency planning. The equipment was purchased using \$4,272 of Public Health grant money provided through MAPHCO.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC) staff distributed \$4,850 in funding to Conway, Deerfield, Sunderland and Whatley for the December 1, 2007 Frontier Emergency Dispensing Site (EDS) Mass Vaccination Drill.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Sunderland totaled \$1,522.
- 31 Citizen Emergency Response Team (CERT) and Medical Reserve Corp (MRC) volunteers participated in the Frontier EDS Mass Vaccination Drill and the Infectious Disease workshop.
- Staff attended 1 Board of Health meeting and 4 Frontier Regional Emergency Dispensing Site (EDS) planning meetings.
- Staff wrote a successful grant funding proposal for the Frontier EDS Mass Vaccination Drill, evaluated the exercise, and wrote an After Action Report.
- FRCOG staff designed, facilitated, wrote the Situation Manual, and wrote the After Action Report for the Frontier Infectious Disease Workshop.

Town Accounting Program

- Staff provided three months of interim accountant services following the sudden resignation of the Town Accountant in August, 2007. Services included preparing vendor warrants, and printing checks on a biweekly basis.
- Staff entered into a contract with the Town in November, 2007 to provide full accounting services for the balance of FY08. In addition, staff converted the Town's accounting data to the Fundware system, which Sunderland had recently purchased.
- Until the Town is able to install its own server, accounting data was placed on the FRCOG server where the Town can access the Fundware accounting software program over a secure internet connection. Backups were completed daily and there was no unscheduled down time.

Workshops & Training

- 1 Official attended the Perc-Rite Septic Training.
- 1 Official attended the Frontier EDS Infectious Disease Workshop.

FRCOG Services to Warwick -- 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Pioneer Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Pioneer Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Warwick participated cooperative bids and contracts for #2 Fuel Oil, Diesel, Highway Products and Services, and the Dog Licenses & Tags Program.
- The Pioneer Valley Regional School District participated in cooperative bids and contracts for #2 Fuel Oil.

Planning and Development Department

- Staff worked with the Planning Board and other municipal officials to prepare revisions to the Town's Zoning Bylaws including updates to the Conservation Development Bylaw and a new Site Plan Review section.
- Staff assisted the Planning Board in preparing a comprehensive overhaul of the Town's Subdivision Regulations.
- Staff developed GIS maps for the Town to support the zoning revision work.
- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.
- Staff conducted three town-requested traffic counts.
- Staff met with the Town Highway Superintendent to discuss the Transportation Improvement Program and potential funding sources for Northfield Road.

Regional Preparedness Program

- Warwick received Personal Protective Equipment for emergency responders including 6 Splash Goggles, 5 Reg. size N-95 Respiratory Masks, 5 Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff attended 1 Board of Health meeting and 10 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$698 for the Board of Health to purchase a set of the CMRs (Health Codes), a food inspection thermometer, Ph test strips, a First Aid kit, and 10 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning

- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 13 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning. The equipment was purchased using \$2,400 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied educational buttons and posters to the Board of Health.

Workshops & Training

- Board of Health Officials attended Capacity-Building Workshops on Sludge Hammer: a new septic leach field repair technology, and the Alternative and Innovative Septic System Field Trip.
- 1 Official attended the Perc-Rite Septic Training.
- 1 Official attended the Frontier EDS Infectious Disease Planning Workshop.

FRCOG Services to Wendell – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition For Teens

- Staff conducted a comprehensive teen health survey to assess teen attitudes and behavior in the Mahar Middle and High schools. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- Staff facilitated the North Quabbin Teen Pregnancy Prevention Task Force (now merged with the North Quabbin Community Coalition's Youth Policy Board) to promote teen pregnancy prevention in the North Quabbin Region.
- CCT provided financial support to Community Action's Healthy Connections Program, a Community Health Educator, The Young Entrepreneurs Society (YES) in Orange, and to the Athol Area YMCA.
- Staff helped integrate the Teen Outreach Program, a service-learning curriculum, into the Special Education Department at Mahar Regional School.
- Staff worked with Mahar Health Education Department in promoting the National Day to Prevent Teen Pregnancy among all high school students.
- CCT provided financial support and transportation to Mahar students interested in attending CCT's 16th Annual Youth Conference on April 11, 2007 at Greenfield Middle School. Forty students from Ralph C. Mahar Regional School District attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group
- Staff provided curriculum, training, and funding to run the Guiding Good Choices 5-week parent education workshop series at Mahar. Eleven families with students in Mahar Regional and Orange Elementary schools completed the workshop series.

Cooperative Bidding & Purchasing Program

- Wendell participated in cooperative bids and contracts for Diesel, Gasoline, Highway Products and Services the Dog Licenses & Tags Program.

Planning and Development Department

- Staff continued to provide technical assistance to the Town and the Route 2 Task Force to implement Route 2 Safety Improvements. In 2007, construction was nearly complete on the Athol/Philipston section of the roadway, and other improvements were progressing in design and planning.
- Staff conducted five town-requested and two FRCOG-requested traffic counts. The FRCOG-requested traffic counts were in support of its Regional Traffic Count Program.

Regional Preparedness Program

- Wendell received Personal Protective Equipment for emergency responders including 1 Case (96) Splash Goggles, 1 Case (120) Reg. size N-95 Respiratory Masks, 1 Case (120) Sm. size N-95 Respiratory Masks, and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff attended 1 Board of Health meeting and 7 Montague Regional EDS planning meetings.
- Staff provided laptop computers, and medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 8 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency

planning. The equipment was purchased using \$9,680 of Public Health grant money provided through MAPHCO.

- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 5 caps, 5 vests, 3 car magnets, and educational buttons and posters to the Board of Health.

Town Accounting Program

- Staff produced biweekly vendor and payroll warrants, and provided monthly budget reports to all officials and department heads.
- At year end, Free Cash certification was completed, and Schedule A was submitted to the Department of Revenue.
- Customized reports for committees and departments were developed and distributed.
- The Town accesses the Fundware accounting software program via a license agreement and over a secure internet connection to a server at the FRCOG office. Backups were completed daily and there was no unscheduled down time.
- Wendell completed construction on a new Library and a new Town Office, using customized budgets and reports provided by staff to manage the projects.

FRCOG Services to Whately – 2007

Note: Listed below are services provided directly to your Town in 2007. The FRCOG provides many other services on a regional basis that benefit your community. In addition to reviewing the service highlights below, we encourage you to read about the regional work we do in the main body of this report, as well as look at highlights from other towns. This will give you a full picture of what we did in 2007, as well as suggest how the FRCOG can assist your town with other important issues.

Community Coalition for Teens

- Staff conducted a comprehensive Teen Health Survey to assess teen attitudes and behavior among Frontier Middle and High school students. The survey found substantial and consistent decreases, including a 25% decrease in alcohol use, a 19% decrease in tobacco use, and a 35% decrease in marijuana use (as reported anonymously by 10th grade students for the previous 30-days).
- The 16th Annual Youth Conference was held on April 11, 2007 at Greenfield Middle School. Fifteen students from Frontier Regional Middle and High schools attended the day-long conference, which included 24 workshops and a performance by the Franklin County Technical School's Conflict Resolution Theater Group.

Cooperative Bidding & Purchasing Program

- Whately participated in cooperative bids and contracts for Highway Products and Services, and the Dog Licenses & Tags Program.

Franklin County Cooperative Inspection Program

- A total of 75 building permits, including 3 new dwelling units, were issued for a total construction valuation of \$3,029,792. Total fees collected were \$19,187.
- A total of 37 plumbing permits were issued with \$4,423 in fees collected.
- A total of 60 electrical permits were issued with \$8,320 in fees collected.

Planning and Development Department

- As part of a statewide effort to create a Best Practices Guide for municipal permitting of residential, commercial and industrial development, FRCOG staff worked with Town officials to complete a survey regarding the town's permitting protocols. Survey results were incorporated into a statewide guide and a Franklin County summary.

Regional Nurse Program

- Staff provided services at the Frontier Regional Emergency Dispensing Site Mass Vaccination Drill held on December 1, 2007. Services including working with the Planning Committee to coordinate logistics and dispensing the vaccine, and providing a follow up inventory of medical and other supplies necessary to support future needs.

Regional Preparedness Program

- Whately received Personal Protective Equipment for emergency responders including 24 Splash Goggles and 100 non-latex gloves. The equipment was purchased with Homeland Security funds overseen and managed by the FRCOG.
- The FRCOG assisted the Franklin County Emergency Communications Oversight Committee in securing another \$800,000 for emergency communications for all Franklin County communities. The equipment upgrade was funded with Homeland Security monies.
- Staff facilitated the application for, and reimbursement of, Homeland Security funds for NIMS (National Incident Management System) Training for emergency responder backfill and overtime. The reimbursement to Whately totaled \$4,663.
- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC), staff purchased and distributed information sharing software to regional law enforcement agents to assist with policing. Whately was the recipient of \$21,400 worth of software and support.

- As fiduciary for the Western Regional Homeland Security Advisory Council (WRHSAC) staff distributed \$4,850 in funding to Conway, Deerfield, Sunderland and Whatley for the December 1, 2007 Frontier Emergency Dispensing Site (EDS) Mass Vaccination Drill.
- Staff attended 1 Board of Health meeting and 4 Emergency Dispensing Site (EDS) planning meetings.
- The FRCOG staffs and facilitates the Mohawk Area Public Health Coalition (MAPHCO) effort, a Massachusetts Department of Public Health funded project to enhance municipal Boards of Health emergency response. MAPHCO Public Health Mini-grant money provided \$914 for the cost of 28 Family Emergency Preparedness Kits for the Town to use to educate citizens about personal emergency planning.
- Staff provided medical and clerical supplies for the Emergency Dispensing Site (EDS) stockpile, including one set of EDS signs with a carrying case, blood pressure cuffs, stethoscopes, easels, and 8 additional Family Emergency Preparedness Kits to raffle off at the flu clinic. The equipment was purchased using \$4,272 of Public Health grant money provided through MAPHCO.
- As part of the Public Health Logo recognition campaign funded through MAPHCO, staff supplied 3 vests, 3 car magnets, and educational buttons and posters to the Board of Health.
- Staff wrote a successful grant funding proposal for the Frontier EDS Mass Vaccination Drill, evaluated the exercise, and wrote an After Action Report.
- FRCOG staff designed, facilitated, wrote the Situation Manual, and wrote the After Action Report for the Frontier Infectious Disease Workshop.
- 31 Citizen Emergency Response Team (CERT) and Medical Reserve Corp (MRC) volunteers participated in the Frontier EDS Mass Vaccination Drill and the Infectious Disease workshop.

Town Accounting Program

- Staff produced biweekly vendor and payroll warrants, and provided monthly budget reports to all officials and department heads.
- At year end, Free Cash certification was completed, and Schedule A was submitted to the Department of Revenue.
- Customized reports for committees and departments were developed and distributed.
- The Town accesses the Fundware accounting software program via a license agreement and over a secure internet connection to a server at the FRCOG office. Backups were completed daily and there was no unscheduled down time.

Workshops & Training

- 1 Official attended the Energy Saving Performance Contracting Seminar.
- 2 Officials attended the Selectmen & Public Decision Making Workshop.
- 1 Official attended the Frontier EDS Infectious Disease Workshop.
- 4 Officials attended the Incident Command System (ICS) and National Incident Management System (NIMS) training provided by the Regional Emergency Planning Committee. Certification in NIMS and ICS is a prerequisite for continued federal funding for all communities.