

THE REGIONALIZATION TOOL KIT:

A Practical Guide to Sharing Municipal Services



Thursday, September 3, 2009

9:00 a.m. – 3:00 p.m.

Hogan Conference Center,
Holy Cross College, Worcester, MA

Registration Fee Only \$20!

Register by August 17 – Space is Limited.

Increasingly, many Massachusetts cities and towns are considering regionalizing functions of local government but are unsure of how to proceed. This day-long conference will feature hands-on tools and practical presentations from a broad spectrum of current municipal collaborations. Participants will learn how to begin the process of collaboration, how to fund shared services and hire shared staff. Attendees will receive template contracts, budgets, and agreements that can be brought home.

Sponsored by the Mass. Department of Revenue's
Division of Local Services,
the Franklin Regional Council of Governments,
and the Mass. Association of Regional
Planning Agencies.

CONFERENCE SCHEDULE

- 9:00–9:30** Registration and Coffee
- 9:30–9:50** Welcome and Introductory Remarks
Lt. Governor Tim Murray
Navjeet K. Bal, *Commissioner of Revenue*
Robert Nunes, *Deputy Commissioner of Revenue*
- 9:50–11:00** Planning and Designing Agreements for Merging Services
Rick Kingsley, *DOR Division of Local Services*
Joe Markarian, *DOR Division of Local Services*
- 11:15–12:30** Morning Break Out Sessions
- 12:30–1:30** Lunch
- 1:30–2:45** Afternoon Break Out Sessions
- 2:45–3:00** Closing: Next Steps

MORNING BREAK-OUT SESSIONS

Police and Fire Consolidation:

Successful Examples and Helpful Hints

Tom Dubas, *Lackawanna County PA Department of
Emergency Services*

Rick Kingsley, *DOR Division of Local Services*

Sharing Municipal Financial Services: Regional
Town Accounting and Assessors Revaluation

Joyce Muka, *Franklin Regional Council of Governments
Municipal Accounting Program*

John Filchak, *Northeastern CT Council of Governments*

Partnering to Manage Solid Waste:

Multi-Town Hauling Contracts and Regional Solid
Waste Districts

Rosemary Nolan, *Tri-Town Solid Waste Program,
Braintree, Weymouth, and Quincy*

Jan Ameen, *Franklin County Solid Waste District*

Models for Health Department Collaboration:

Regional Health Districts and Inter-Municipal
Agreements for Shared Health Agents

Ruth Clay, *Melrose and Wakefield Health Departments*

Jim Garreffi, *Nashoba Associated Boards of Health*

Steve McGoldrick, *Collins Center, UMass Boston*

Geoff Wilkinson, *Mass. Dept. Public Health*

AFTERNOON BREAK-OUT SESSIONS

**Purchasing Potpourri: Highway Equipment
Sharing, Regional Software Sharing and more:**

Rick Lynn, *Litchfield Hills Council of Elected Officials*

Steve Daly, *Metropolitan Area Planning Council*

Dennis DiZoglio, *Merrimac Valley Planning
Commission*

Multi-Town Emergency Dispatch:

Chief Thomas Ruchala, *Rutland Emergency
Communications Center*

Frank Pozniak, *Massachusetts State 911 Department*

Sharing Building Inspectors:

Two Models of Regional Inspection Programs in
Western Massachusetts

Jim Hawkins, *Franklin County Cooperative
Inspection Program*

Geoff Rogers, *Hampshire Council of Governments*

Pooling Resources for Animal Control: Regional
Animal Control Officers and Kennels

John Filchak, *Northeast Regional Control*

Debra Roussel, *Hubbardston/Templeton Animal Control*

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Register as soon as possible. Space is limited to 200 participants. Fee: \$20 (includes lunch and materials)

Mail your registration and payment to:

FRCOG/Conference, 425 Main St., Ste. 20, Greenfield, MA 01301-3313

Fax: 413-774-3169 • E-mail: admin@frcog.org

Questions? Contact Davette Young, 413-774-3167 ext. 101

NAME:

TITLE/OFFICE:

ADDRESS:

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MUNICIPALITY/ORGANIZATION:

PHONE: FAX: EMAIL:

FEE: \$20 per person (includes lunch and materials).

AMOUNT ENCLOSED: \$ I will pay at the door.

Payment is required in advance or at the door, no exceptions.

If paying at the door please bring exact change or a check. (Thank you!)

WORKSHOP CHOICES:

Please indicate your choices of morning and afternoon workshops.

Morning Break-Out Sessions Choose one:

- 1. Police and Fire Consolidation
- 2. Sharing Municipal Financial Services
- 3. Partnering to Manage Solid Waste
- 4. Models for Health Department Collaboration

Afternoon Break-Out Sessions Choose one:

- 1. Purchasing Potpourri
- 2. Multi-Town Emergency Dispatch
- 3. Sharing Building Inspectors
- 4. Pooling Resources for Animal Control

Directions to Conference Center: <http://www.holycross.edu/directions/hogan.html>