

**Southeastern Regional Planning and Economic Development District
88 Broadway, Taunton, MA 02780
Phone # 508-824-1367 Fax # 508-823-1803**

MEMORANDUM

TO: SRPEDD Commissioners
FROM: Dr. Susan Peterson, Chair
DATE: July 22, 2009
RE: Municipal Assistance

I am pleased to announce that SRPEDD is again allocating 20 hours of municipal assistance to each commissioner. This time may be used by you or donated to another board or committee in your municipality.

The Municipal Assistance Program is described on the enclosed sheet, "SRPEDD Municipal Assistance Services". We have also enclosed a Municipal Assistance Request Form.

Some projects, such as the preparation of detailed maps, may require the direct expenditure of money for materials or outside services. Commissioners requesting this type of project should be aware that SRPEDD would need to be reimbursed for these direct expenses. In cases where direct expenditures are needed, we recommend a meeting with the staff to discuss the project. A scope of services, cost estimate and draft contract (if needed) are developed at this meeting for the purpose of local review and approval.

In addition to twenty hours of staff time available to each commissioner, SRPEDD will undertake additional work under contract. By combining free time with a contract, we can undertake much larger projects at a reasonable cost.

SRPEDD also offers additional technical assistance through other programs. The South Coast Commuter Rail project offers assistance to municipalities for local actions that support the concepts developed in the South Coast Rail Corridor Plan. The Commonwealth of Massachusetts District Local Technical Assistance is available for traditional planning work with an emphasis on sustainability and for municipal partnerships that create collaborations among municipalities for service delivery or planning and development issues.

Your twenty hours per commissioner of MA time will be held until March 31, 2010 and can be claimed by filling in and returning the attached form. If you have any questions, please contact Greg Guimond or Sandy Conaty. We look forward to working with you and your community.

SRPEDD
MUNICIPAL ASSISTANCE SERVICES
(508) 824-1367/ Fax # (508) 823-1803/ email: gguimond@srpedd.org
88 Broadway, Taunton, MA 02780

The Southeastern Regional Planning and Economic Development District offers a variety of services to the cities and towns within the region. Services may be provided without charge, as a benefit of the 16.15 cents per capita assessment paid each year. Each SRPEDD commissioner is entitled to 20 hours of staff time per year. Some of the services available are listed below:

ZONING BY-LAW/ REGULATION AMENDMENTS

SRPEDD can provide a wide range of Zoning By-Law and Subdivision Rules and Regulations amendments to address local concerns. Examples of other by-laws, regulations from the district as well as technical review of proposed amendments are also available.

EXPEDITED PERMITTING

As part of a statewide effort SRPEDD is working with Communities to enhance economic development through a more efficient permitting process. SRPEDD staff is available to assist in either the State process Chapter 43D or in developing a local approach tailored to the individual municipality.

COMMONWEALTH CAPITAL FUND

Staff is available to assist communities in the preparation of the state checklist. This checklist is required before a community can apply for a number of discretionary grant programs now under the Commonwealth Capital Fund.

COMMUNITY PLANNING

Staff is available to assist communities in a variety of planning efforts including workshops, presentations, background data, updating sections of plans and mapping. Complete updates or preparation of new Master Plans and/or Open Space Plans are done at cost.

ECONOMIC DEVELOPMENT PLANNING

SRPEDD staff can provide assistance in development of economic development strategies and project development. Staff is also able to assist with grant preparation, implementation and project management.

ENVIRONMENTAL REVIEWS

Staff is available to undertake environmental reviews of subdivision under local regulations and /or large developments under MEPA. The scope of our review can be modified to accommodate specific local concerns.

LOCAL TRAFFIC COUNTS / TRANSPORTATION STUDIES

We can conduct traffic counts along roadways for local communities. Traffic counts involving turning movements at intersections are done at cost. SRPEDD can also provide local traffic studies, free of charge subject to Mass. Highway approval.

PAVEMENT MANAGEMENT / TRANSPORTATION ENHANCEMENT PROJECTS

Working with communities, we can provide a computerized pavement management system for local roads to assist in the expenditure of maintenance funds. Staff is also available to help your community obtain federal funds for various enhancement projects including but not limited to bike paths, highway beautification, runoff control and historic preservation.

G.I.S. MAPPING AND DATA CENTER

Our Geographic Information System (G.I.S.) database includes roads, zoning, land use, aquifers, open space, zoning and wetlands. Shared mapping services with communities covering a wider range of data including assessor, police, fire, and public works information can be provided at cost. Our Data Center is available to assist your communities with population projection, school enrollment projections and census information.

FOR FURTHER INFORMATION

Call your SRPEDD Commissioner or call Greg Guimond or Sandy Conaty at (508) 824-1367 or at gguimond@srpedd.org or sconaty@srpedd.org. Information is also available on our web site at www.srpedd.org.

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MA# _____
Office Use

**FY 2010
MUNICIPAL ASSISTANCE
REQUEST FORM**

Name of Commissioner: _____

Name of Community: _____

Project Name: _____

Date Requested: _____

Completion Date: _____

Project Description: _____

Hours Requested: _____ (20 hours) Mayor/Selectmen's Delegate

_____ (20 hours) Planning Board Delegate

Person to contact in my community to answer questions on this request:

Name _____

Phone # _____