




Northern Middlesex Council of Governments

MEMORANDUM

To: Chief Administrators
From: Beverly A. Woods, Executive Director 
Subject: Massachusetts Shared Services Manual
Date: February 15, 2013

A Multi-Disciplinary

Regional Planning

Agency Serving:

Billerica

Chelmsford

Dracut

Dunstable

Lowell

Pepperell

Tewksbury

Tyngsborough

Westford

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Chair

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We are pleased to send you the enclosed document – “Massachusetts Shared Services Manual: A Toolkit of Regionalization Best Practices for City and Town Officials”. This document was developed by the Massachusetts Association of Regional Planning Agencies (MARPA), which is the association for the thirteen (13) regional planning agencies in the Commonwealth of Massachusetts. Last Wednesday, February 6, 2013, MARPA and Lieutenant Governor Timothy Murray officially released this document at a ceremony at the State House. In addition to this document, there is a website at <http://www.regionalbestpractices.org> which focuses upon regionalization “best practices” in the Commonwealth.

As outlined in the press release, “the goal of the manual and accompanying website is to help Massachusetts municipalities think about, plan for and implement municipal service and cost-sharing opportunities that improve or maintain levels of service and/or result in cost savings”. Lt. Governor Murray noted how promoting regionalization encourages partnerships between state and municipal governments so as to provide local services in a more efficient and effective way. The members of the State Legislature have been active promoters of regionalization through their continued support for the District Local Technical Assistance (DLTA) and Community Incentive Challenge (CIC) grant programs in the annual state budget.

Please take an opportunity to review the document and to access the website to learn more about regionalization initiatives throughout the Commonwealth. If you have any questions or would like to offer your own suggestions for new regionalization projects, do not hesitate to contact me or Jay Donovan, the NMCOG Assistant Director, at (978) 454-8021.

cc: Assistant Town Managers, Mayor Murphy, BOS Chairpersons, Community Development Directors/Planners