

BERKSHIRE REGIONAL PLANNING COMMISSION

Annual Report for Fiscal Year 2016

Staff Members

20

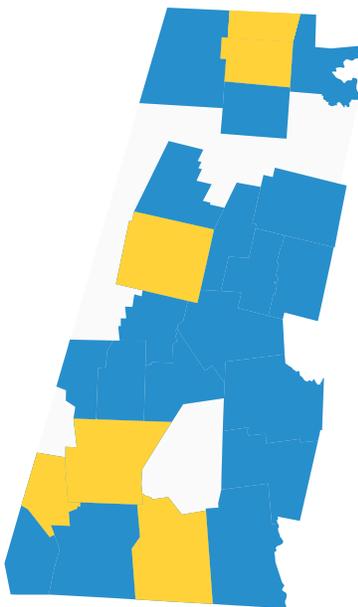
Public Health Inspectors

2

Interns

2

Technical Assistance



75% (24/32) of Communities Utilized Local Technical Assistance (LTA)

18% (6/32) of Communities Utilized District Local Technical Assistance (DLTA) & of these Five Utilized both LTA and DLTA

Hours of Local Technical Assistance (LTA) Provided

134

Meetings & Products

8

Commission Meetings

6

Common Ground Newsletters

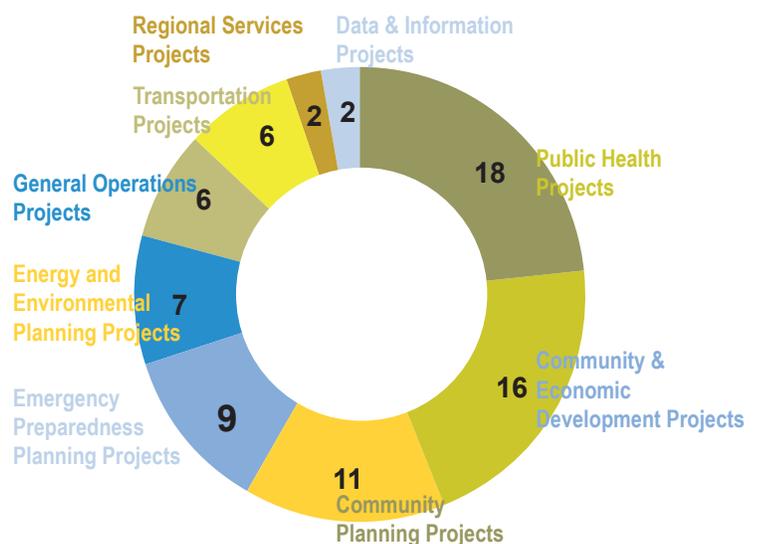
2

5th Thursday Dinners

3

Workshops & Trainings Held

Project Areas



BERKSHIRE REGIONAL PLANNING COMMISSION
1 FENN STREET, SUITE 201, PITTSFIELD, MASSACHUSETTS 01201
TELEPHONE (413) 442-1521 · FAX (413) 442-1523
Massachusetts Relay Service: TTY: 771 or 1-800-439-2370
www.berkshireplanning.org

KYLE HANLON, Chair
SHEILA IRVIN, Vice-Chair
MARIE RAFTERY, Clerk
CHARLES P. OGDEN, Treasurer

NATHANIEL W. KARNS, A.I.C.P.
Executive Director

October 1, 2016

2016 has been a year of introspection of its past and mapping of the way forward for the Berkshire Regional Planning Commission. It is the 50th anniversary year of the Commission and anniversaries always seem to promote these reflections and assessments.

First we need to take time to thank Sheila Irvin for her devoted service as Chair for the last four years. After only a short time as her replacement I can attest to the amount of time she devoted over the years. She filled the role with grace, dignity and a warm sense of humor. We were lucky to have her as Chair and blessed to have her on the Commission.

The first part of the year saw the BRPC as the coordinator of a multi-community response to the proposed Northeast Energy Direct pipeline. Much energy and effort was expended to research, develop and refine an appropriate response to the proposal, only to receive word from FERC that Kinder Morgan abandoned its application in the 11th hour for purportedly economic reasons. The cooperation and drive of all involved was inspiring to witness. The Berkshires can truly be viewed as one large community, ready to unite in the face of the most formidable of challenges.

While the Northeast Direct project is dead, the second pipeline project is still underway. The Connecticut expansion project, although only impacting the community of Sandisfield in the Berkshires, is still viewed by the Commission as a regional issue and we will be no less diligent in monitoring its progress, developing and implementing appropriate responses as needed.

As always, the Housatonic River Rest of River clean-up requires constant vigilance. A six-town alliance has been formed to work as one, with legal counsel, to hold G.E. to their commitment to finish the job in a manner that best protects our most vital asset, our environment, both during the cleanup and for the future. BRPC has the responsibility of being the facilitator of this agreement between the communities and its representative committee. It's an intricate process with no quick resolution in sight.

More recently, the Commission has developed and forwarded to Boston policy recommendations for a number of issues negatively impacting our region. We requested changes to the triggering mechanisms within the building codes that, in certain instances, all but make impossible any upgrade to local commercial properties. The formulas that mandate full building upgrades based on partial redevelopment don't make economic sense for this region as our property values and commercial rents will not support the needed upgrades. The same

building in Boston, Newton or Cambridge may generate the required revenue, but it doesn't work here.

The Massachusetts Broadband Initiative has been reinvigorated by our current State Administration but its inherent design is such that local communities are still at the mercy of the local utility companies whose poles are often not up to code and present an added expense and impediment to communities building broad band infrastructure. Compounding the problem is the substandard upload/download rates offer by the current internet suppliers. The internet speed has become a factor in home selling prices, the willingness of data driven companies to locate here, and the overall economic performance of the existing businesses. All our communities are underserved in terms of internet speed, but in an ironic twist of fate the residents of smaller towns like Mt. Washington may opt for full fiber optic installation giving them world class internet speed while our larger communities suffer with the existing substandard offerings of the commercial providers. The larger, already-served communities need to start planning now for their own remedies to this problem. It is a very real and all-encompassing problem affecting regional economic growth and the maintenance of regional sustainability.

BRPC, with the Franklin Regional Council of Governments, and various other organizations have created the framework for State legislation to develop a first of its kind regional partnership with the Federal Government and 22 Berkshire and Franklin county communities which will promote economic, tourist and educational opportunities based on our forests and associated resources. It's an exciting new plan and an avenue to bring much needed federal resources into our area for conservation and thoughtful management of privately owned forested areas. The proposed legislation should be brought to the floor in the next legislative session.

These are but a few of the highlights of this year's activities and efforts. The Berkshire Public Health Alliance, Metropolitan Planning Organization and transportation planning, MEPA reports, and District Local Technical Assistance projects are areas of constant activity but do not lend themselves to concise year-end summary. The work is important, ceaseless and necessary. I'd like to recognize the entire BRPC staff for their efforts in all these areas. The work is of vital importance to every resident of our county and extended region.

As we head into the end of the year, we are reviewing and updating the Commission's mission statement and strategic plans for both the short and long term future. A lot has changed in 50 years and the Commission's roles and responsibilities are changing in ways that could not have been predicted. Change is the only constant when tasked with helping its member communities in so many varied ways. The next 50 years are sure to bring as many unpredictable changes as the first 50, but I'm sure the Commission and its member communities will change and adapt while looking out for one another and working together as a region.

Thank you all for the opportunity to work with you this coming year.

Respectfully submitted,


Kyle Hanlon, Chair

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Projects of the Berkshire Regional Planning Commission FY2016

COMMUNITY & ECONOMIC DEVELOPMENT

Advancing the Berkshires Economy Through Capacity Building

Berkshire Regional Planning Commission focused on building economic development capacity in the Berkshire region. The project also supports the on-going work of the Berkshire CEDS Committee to ensure the region's comprehensive economic development strategy remains current and to maintain the region's eligibility for Economic Development Administration funding.

Project Manager: Senior Planner Brian Domina

Berkshire Brownfields Assessment Program

The Berkshire Brownfields Assessment Program consists of Phase I, II and III assessments for sites across the region contaminated by petroleum and hazardous materials. Assessments at eligible sites approved by the Berkshire Brownfields Committee are conducted by a Licensed Site Professional (LSP) contracted by BRPC. This program assists public, private, and nonprofit property owners with initial assessment activities to uncover possible contamination and develop remediation plans. Persons seeking to submit their site for consideration under the Berkshire Brownfield Assessment Program must first fill out a site profile form available on the side bar.

Project Manager: Senior Planner Melissa Provencher

Brownfield Revolving Loan Fund

The Berkshire Regional Planning Commission has established a Revolving Loan Fund to lend funds for cleanup activities. This fund provides subordinated loans and sub-grants to enhance the credit worthiness of conventional or other traditional loans and funds and may fill funding gaps in the financial mix of a project.

Project Manager: Senior Planner Melissa Provencher

District Local Technical Assistance

The District Local Technical Assistance program enables Berkshire Regional Planning Commission staff to provide technical assistance to member municipalities. This assistance must focus on advancing municipal partnerships, planning for housing and planning for growth and is intended to encourage and enable municipalities to work together to achieve and/or enhance cost effective service delivery, or to create and sustain ongoing collaboration and consultation on issues affecting the municipalities, such as land use and planning for new economic and housing growth. Projects and activities should result in a measurable change in the municipalities, whether in law, regulation, program management, or practice.

Project Manager: Senior Planner Brian Domina

Great Barrington Community Development Block Grant Drainage Improvements and Housing Rehabilitation Project

The Berkshire Regional Planning Commission serves as Grant Administrator for this CDBG grant to assist the Town of Great Barrington on two activities: The Front Street Drainage Improvements Project in Housatonic, directing stormwater drainage away from the village center and across Front Street, and the continuation of the Housing Rehabilitation Program, with at least two new housing rehab projects for low to moderate income home owners in the Housatonic target area.

Project Manager: Senior Planner Patricia Mullins

Lee - Brownfields Area-Wide Plan

The Town of Lee was selected by the USEPA as one of twenty nation-wide Brownfields Area-Wide Planning grant recipients in 2013. Berkshire Regional Planning Commission worked with the town to develop a brownfields area-wide plan and implementation strategy for the industrial area just north of the downtown, where four former paper mills are located within 1.5 miles of one another. The project included research on the existing conditions and infrastructure capacity, a market study, and community involvement through public meetings and a brownfields visioning session. These efforts established a comprehensive framework for future action at the four brownfields catalyst sites. Key partners on this project also included the Lee Community Development Corporation and the Town of Lenox.

Project Manager: Senior Planner Melissa Provencher

North Adams – Distressed Properties

The City of North Adams and the Town of Adams contracted with Berkshire Regional Planning Commission to create a distressed properties database utilizing funding from the Attorney General's office. The database will track properties that have been foreclosed, condemned, causing blight, etc. in hopes of determining areas that can be targeted for improvements.

Project Manager: GIS, Data and IT Manager Mark Maloy

Mohawk Trail Historic Preservation Project

The Berkshire Regional Planning Commission has partnered with the Franklin Regional Council of Governments to prepare National Register of Historic Places nominations for sites along the Mohawk Trail and to determine the feasibility of developing and administering a historic preservation revolving loan program.

Project Manager: Senior Planner Lauren Gaherty

Mohawk Trail Woodlands Partnership Project

Berkshire Regional Planning Commission (BRPC), in partnership with the Franklin Regional Council of Governments (FRCOG) and the Franklin Land Trust (FLT) has conducted a planning and public outreach process to explore interest in a new partnership with State and Federal agencies for 21 towns in northwestern Massachusetts. The partnership could lead to a new designation by the State and U.S. Forest Service which could provide state and federal funds and technical assistance to

expand forestry activities on privately owned land and to support tourism based businesses. The potential designation would focus on forest-based economic development like recreational tourism, forest management, and research on new forest related manufacturing technologies.

Project Manager: Assistant Director Thomas Matuszko

Pittsfield - Brownfields Assessment

The Berkshire Regional Planning Commission is assisting the City of Pittsfield's Department of Community Development to oversee and manage a Brownfields Assessment grant awarded by the EPA to assess the former Stetson Dry Cleaner site at 35 Federal Street.

Project Manager: Senior Planner Melissa Provencher

Pittsfield Grant Application Assistance - Berkshire Innovation Center

The Berkshire Regional Planning Commission prepared an application to the U.S. Economic Development Administration for a Public Works Grant for infrastructure supporting construction of the Berkshire Innovation Center at the William Stanley Business Park on behalf of the City of Pittsfield, Pittsfield Economic Development Authority and the Berkshire Innovation Center, Inc.

Project Manager: Senior Planner Brian Domina

Regional Community Development Block Grant Project

The Berkshire Regional Planning Commission is serving as Grant Administrator and Housing Rehabilitation Manager for the Regional CDBG (Community Development Block Grant) for the Towns of Great Barrington and Sheffield, which includes 15 housing rehabilitation construction projects for low to moderate income home owners in the towns, as well as engineering design for an infrastructure project in Housatonic Village in Great Barrington, and architectural design for removal of ADA barriers in the Sheffield Town Hall.

Project Manager: Senior Planner Patricia Mullins

Regional Priority Development Fund Project

The Priority Development Fund (PDF) supported housing related activities in Dalton, Adams, Great Barrington and Richmond, with the Berkshire Regional Planning Commission serving as planning consultant to the towns. Work focused on assisting the communities to develop goals and strategies for meeting present and future housing needs. Specific tasks included developing Housing Production or Action Plans, facilitating housing development through inclusive zoning, planning for greater density in a downtown or village center area (such as creating a 40R overlay district), and assisting the towns with disposition of municipal properties to be reserved for affordable housing. The project demonstrates that housing planning is most successful when conducted within the local context, but with the regional perspective in mind.

Project Manager: Senior Planner Patricia Mullins

Western Mass Connect 2016

Western Mass Connect provided funds to BRPC to map the location of the existing MBI fiber route, compile a list of MBI vendors and potentially other items to allow for the marketing of the MBI services.

Project Manager: GIS, Data and IT Manager Mark Maloy

Williamstown Economic Development Plan

The Berkshire Regional Planning Commission provided services to the Williamstown Economic Development Committee to support finalization of an Economic Development Plan.

Project Manager: Assistant Director Thomas Matuszko

Working Cities Challenge Initiative Design Project

The Working Cities Challenge Initiative Design project was intended to position a broad partnership of public, non-profit, and for-profit entities in Pittsfield to initiate a three-year project to foster systemic changes which will improve the lives of low-income people in Pittsfield. The project was intended to build increased cross-sector capacity to integrate core elements of the Working Cities Challenge: collaborative leadership, community engagement, evidence-based decision-making, and systems change. The immediate goal was to develop a focused implementation grant application no later than May 6, 2016 and the grant was approved by the Federal Reserve Bank of Boston

Project Manager: Executive Director Nathaniel Karns

COMMUNITY PLANNING

Dalton Master Plan

The Berkshire Regional Planning Commission provided direction and guidance to assist the Town of Dalton to prepare a Master Plan.

Project Manager: Assistant Director Thomas Matuszko

Lee Bikeway Phase II

The Berkshire Regional Planning Commission planned and advance the design of the Lee Bikeway, a multi-modal path envisions to travel through the town of Lee and connecting to neighboring Stockbridge and Lenox.

Project Manager: Senior Planner Lauren Gaherty

Lee - Open Space and Recreation Plan

The Berkshire Regional Planning Commission provided direction and guidance to assist the Town of Lee to prepare an Open Space and Recreation Plan (OSRP) to meet the requirements of the Massachusetts Division of Conservation Services (DCS) as specified in the "Open Space and Recreation Plan Requirement" document prepared by DCS.

Project Manager: Assistant Director Thomas Matuszko

North Adams Ashuwillticook Trail Extension

The Berkshire Regional Planning Commission advanced the design of the Mohawk Bicycle/Pedestrian Trail, a multi-modal path connecting the Williamstown and North Adams downtowns. The Berkshire Regional Planning Commission is producing a detailed feasibility analysis that includes a community outreach committee for the entire design effort in order to keep affected property owners and other interested parties informed on project progress, deliverables and outcomes.

Project Manager: Senior Planner Lauren Gaherty

Otis Master Plan and Open Space & Recreation Plan Development

The Berkshire Regional Planning Commission assisted the Town of Otis to prepare Master Plan and Open Space and Recreation Plan revisions and updates.

Project Manager: Assistant Director Thomas Matuszko

Pittsfield Open Space & Recreation Plan

The Berkshire Regional Planning Commission is providing planning services to the City of Pittsfield to aid them in updating their Open Space and Recreation Plan.

Project Manager: Senior Planner Lauren Gaherty

Rest of River

The Berkshire Regional Planning Commission provides support to the Rest of River Municipal Committee which is working to protect the six communities directly affected by the proposed clean-up of PCBs discharged from the former General Electric site in Pittsfield from the Housatonic River from Pittsfield through Connecticut.

Project Manager: Senior Planner Lauren Gaherty

EMERGENCY PREPAREDNESS PLANNING

Berkshire Community Organizations Active in Disasters

The Berkshire Regional Planning Commission continues to support the building of the Berkshire Community Organizations in Disasters (COAD).

Project Manager: Public Health Program Manager Laura Kittross

Berkshire Hazard Mitigation Plan Expansion

The Berkshire Regional Planning Commission worked with six additional communities (Cheshire, Clarksburg, Hinsdale, Mount Washington, New Ashford, West Stockbridge) to add them to the Berkshire Regional Hazard Mitigation Plan, a comprehensive plan addressing natural hazards and ways to minimize impacts from them.

Project Manager: GIS, Data and IT Manager Mark Maloy

Children in Disasters

Berkshire Regional Planning Commission provided assistance under this project to prepare organizations to reunite children with their families in emergencies.

Project Manager: Public Health Program Manager Laura Kittross

Debris Management Plan

Berkshire Regional Planning Commission provided review, discussion and feedback on the comprehensive Debris Management Plan developed by the Franklin Regional Council of Governments. In addition, BRPC produced a Debris Management Action Guide.

Project Manager: Public Health Program Manager Laura Kittross

Lanesborough Hazard Mitigation Plan Update

The Berkshire Regional Planning Commission (BRPC) is providing technical and planning services to assist the Town in preparing a Hazard Mitigation Plan update to meet the requirements of the Federal Emergency Management Agency (FEMA).

Project Manager: Senior Planner Lauren Gaherty

Multi-Agency Coordination Center

This Western Region Homeland Security Advisory Council (WRHSAC) project assists the Central and Southern Berkshire Regional Emergency Planning Committees (REPC) to establish regional Multi-Agency Coordination Centers that support local Incident Commanders by coordinating information and resources efficiently and effectively during responses to large-scale, regional emergencies.

Project Manager: Senior Planner Sandra Martin

Regional Shelter Planning

The Berkshire Regional Planning Commission has worked with the three Regional Emergency Planning Committees (REPC) in Berkshire County to establish regional shelters in North, South and Central County.

Project Manager: Public Health Program Manager Laura Kittross

Regional Shelter Training Research

The Berkshire Regional Planning Commission surveyed three Regional Emergency Planning Committees (REPC) in Berkshire County to determine training needs associated with the planning of the regional shelters in North, South and Central County.

Project Manager: Public Health Program Manager Laura Kittross

Regional Volunteer Training

The Berkshire Regional Planning Commission is updating the Public Health Region 1 Spontaneous Unaffiliated Volunteers (SUV) Plan, SUV Field Guide and SUV Guide to coordinate with the WRHSAC MACC, COAD and Shelter Plans. A modular training is developed to introduce the Plan to likely users. Up to 20 trainings are being presented to various groups in the four Western Mass counties.

Project Manager: Public Health Program Manager Laura Kittross

DATA & INFORMATION SERVICES

Adams - Outsource GIS Planner

The Berkshire Regional Planning Commission staff is available to work in town / city halls under contracts with the local governments ½ -3 days a week, acting as staff for

the town – so-called “Outsource Planner”. Services vary by needs of each town. In fiscal year 2016, Berkshire Regional Planning Commission provided Outsource Planner services to the Town of Adams for Geographic Information System administration. Project Manager: GIS, Data and IT Manager Mark Maloy

Berkshire Benchmarks

Berkshire Benchmarks is a collaborative effort to provide regional data and analysis. The Data Clearinghouse provides a one-stop-shop for data about the region and is intended to assist the decision makers, service providers, and others who need reliable data to inform their work. The Regional Indicators defines what we want for our future and then tracks progress in achieving these goals. Berkshire Benchmarks can be found online at www.berkshirebenchmarks.org.

Project Manager: GIS, Data and IT Manager Mark Maloy

ENVIRONMENTAL AND ENERGY PLANNING

Berkshire Conservation Commission Training Program

The Berkshire Regional Planning Commission continues to expand the Berkshire Conservation Commission Training Program. Through this program, BRPC teamed up with the Massachusetts Association of Conservation Commissions (MACC) to deliver 4 units of MACC’s Fundamentals for Conservation Commissioners Certificate Training Program to Conservation Commission members in Berkshire County.

Project Manager: Senior Planner Lauren Gaherty

Berkshire Regional Stormwater Management

The Berkshire Regional Planning Commission is working with the Towns of Adams, Cheshire, Dalton and Lanesborough and the City of Pittsfield to form a NPDES Regional Working Group to develop a plan to address the cost of stormwater management and MS4 compliance. During this project BRPC will assist the NPDES Phase II regulated communities of Adams, Cheshire, Dalton, Lanesborough & Pittsfield in developing an effective and efficient strategy to fund compliance with the MA Small MS4 General Permit and provide outside expertise to each community, both individually and collectively, to evaluate current practices and develop a recommended approach.

Project Manager: Senior Planner Melissa Provencher

Dalton - Stormwater Management 2016

The Berkshire Regional Planning Commission (BRPC) provided professional planning assistance to the Town of Dalton for the purpose of providing assistance and guidance to the Town Manager and the Stormwater Management Commission to implement the Town of Dalton Stormwater Management Plan and maintain compliance with the NPDES Phase II General Permit.

Project Manager: Senior Planner Melissa Provencher

Pipeline Technical Assistance to Communities

The Berkshire Regional Planning Commission facilitated an education and awareness program about the roles and responsibilities of local officials with regard to pipeline

safety concerns and risks. This education and awareness program focused on the Tennessee Gas pipeline which currently exists and the proposed Tennessee Gas Northeast Energy Direct and Connecticut Expansion Projects. Local officials were provided with technical assistance to provide greater understanding of their roles and responsibilities from proposal through the lifetime of the pipeline and how to better understand and address where a pipeline failure could pose a significant risk to people or to unusually sensitive environmental areas. The Berkshire Regional Planning Commission also worked with local emergency responders to increase their response capabilities so they can effectively deal with pipeline safety risks and potential failure. As a result of this project the communities are better positioned to respond to stakeholders in affected geographic areas.

Project Manager: Senior Planner Melissa Provencher

Pipeline Working Group Pre-Filing Technical Support to Communities

The Berkshire Regional Planning Commission provided legal and technical assistance to municipalities related to the project Tennessee Gas Pipeline Northeast Energy Direct Project.

Project Manager: Assistant Director Thomas Matuszko

Stockbridge Bowl Management Plan Phase II - 319

Berkshire Regional Planning Commission is providing assistance to the Town of Stockbridge in conducting the Stockbridge Bowl Management Plan, which is being funded by Mass. DEP through a s.319 Nonpoint Source Pollution Grant.

Project Manager: Senior Planner Lauren Gaherty

Stockbridge Bowl Watershed Assessment

Berkshire Regional Planning Commission provided assistance to the Town of Stockbridge to support implementation of the Stockbridge Bowl Watershed Assessment Grant, which is funded through the Mass. DEP.

Project Manager: Senior Planner Lauren Gaherty

PUBLIC HEALTH PROGRAMS

Age Friendly Berkshires

The Berkshire Regional Planning Commission staff continued to build upon and expand the work of the Berkshire Age-Friendly Vision 2020 Task Force. The goal is to create an age-friendly county.

Project Manager: Public Health Program Manager Laura Kittross

Berkshire County Boards of Health Association (BCBOHA) Support Services

The Berkshire Regional Planning Commission staff continued to provide services to Berkshire County Boards of Health Association (BCBOHA) programs such as Septic Installer Certification Courses, Chokesaver to restaurants and other educational and other programs/services and support as needed and requested by the Berkshire County Boards of Health and the BCBOHA Executive Committee.

Project Manager: Public Health Program Manager Laura Kittross

Berkshire Public Health Alliance

The Berkshire Regional Planning Commission served as the Host Fiscal Agent for the Berkshire Public Health Alliance. The Berkshire Public Health Alliance is a group of 22 municipalities that signed an Intermunicipal Agreement enabling participating municipalities to share public health staff, programs and services to improve the delivery of public health services through regional cooperation.

Project Manager: Public Health Program Manager Laura Kittross

Care Transition Education Training

Training for community based care providers prepares and empowers diverse health professionals to lead effective care transitions.

Project Manager: Public Health Program Manager Laura Kittross

Climate Change Adaptation Planning

Climate Ready Berkshires is linking community stakeholders in a regional, coordinated process to identify likely climate change impacts in Berkshire County and doable, cost-effective solutions and adaptation options that will assist communities in becoming more resilient with a particular emphasis on vulnerable populations such as older adults and children.

Project Manager: Public Health Program Manager Laura Kittross

Food Safety Assessment

Berkshire Regional Planning Commission on behalf of the Berkshire Public Health Alliance is working to improve food safety in the region by supporting communities in joining the FDA Voluntary Program Standards and completing food safety self-assessment. The Berkshire Public Health Alliance has worked to sign additional municipalities.

Project Manager: Senior Planner Sandra Martin

Gt. Barrington Enhanced Public Health Nursing Services

The Town of Great Barrington received enhanced public health nursing services, including additional flu clinics and wellness programs such as Matter of Balance and public education programs.

Project Manager: Public Health Program Manager Laura Kittross

Health Impact Assessment

Berkshire Regional Planning Commission worked with the Town of Egremont to generate a rapid Health Impact Assessment related to the possible implementation of Complete Streets related pedestrian and cycling improvements in the town. The HIA followed the process outlined in MAPC's HIA Sprint framework and includes a scoping session and workshop with stakeholders, BRPC staff, and representatives from MAPC/MDPH. Following the process outlined in the HIA sprint framework, BRPC staff documented the HIA process and prepared a final report on the HIA.

Project Manager: Public Health Program Manager Laura Kittross

Increase Immunization Rates

This grant from JSI Research & Training Institute, in collaboration with the Massachusetts Department of Public Health, provides the Alliance with technical assistance to build capacity and facilitate systems change to address and ensure sustainable immunization equity by increasing immunization rates among under immunized populations. This includes identifying hard to reach populations, developing strategies and activities related to outreach and education related to immunizations, developing community based partnerships and collection of immunization data using MIIS.

Project Manager: Public Health Program Manager Laura Kittross

Opioid Abuse Prevention

The Berkshire Regional Planning Commission, through the Berkshire Public Health Alliance is coordinating the Berkshire Opioid Abuse Prevention Collaborative. The Berkshire Opioid Abuse Prevention Collaborative is developing and implementing local policies, practices, systems and environmental changes to prevent the misuse or abuse of opioids, prevent or reduce unintentional deaths and non-fatal hospital events associated with opioid poisonings and increase the capacity of municipalities to deal with the growing problem.

Project Manager: Public Health Program Manager Laura Kittross

Pittsfield Healthy Housing for Healthy Aging

Berkshire Regional Planning Commission assisted the City of Pittsfield in developing a Residential Aging in Place Workbook and held an Aging in Place training session to assist older adults in selecting possible home renovation options to allow them to safely age in their own homes. BRPC and the City of Pittsfield partnered with the members of Age Friendly Berkshires to complete this effort.

Project Manager: Planner Eammon Coughlin

Prevention Wellness Trust Fund Planning

The Prevention Wellness Trust Fund (PWTF) has funded a Berkshire County partnership known as the Berkshire Partnership 4 Health (BP4H), to address several health conditions whose prevention may show a return on investment within four years. BP4H is addressing tobacco use, diabetes, hypertension and falls in older adults. The money provided to the Berkshire Public Health Alliance, through Berkshire Regional Planning Commission, will allow the public health nursing program to provide blood pressure cuffs through the Get Cuffed program to combat hypertension and Matter of Balance classes to help prevent falls in older adults. BRPC is also a member of the BP4H Leadership Team.

Project Manager: Public Health Program Manager Laura Kittross

Public Health Emergency Preparedness Planning

The Berkshire Regional Planning Commission acts as the fiduciary agent for the Berkshire Public Health Emergency Preparedness Coalition. The Coalition conducts emergency preparedness planning and response activities related to Boards of Health, such as responding to bioterrorism and pandemic flu threats.

Project Manager: Public Health Program Manager Laura Kittross

Public Health Emergency Preparedness Planning - Volunteers

The Berkshire Regional Planning Commission in coordination with the Western Massachusetts Medical Reserve Corps Advisory Group (MAG) serves as the fiduciary for the Berkshire Medical Reserve Corps (BMRC). The Berkshire MRC's mission is to build resilient and healthy communities by recruiting, training and deploying MRC volunteers.

Project Manager: Senior Planner Sandra Martin

Regional Food Safety and Inspection

The objective of this program is to create an enhanced regional local regulatory environment for food inspections in nine or more communities through on line permitting, standardized forms, policies and procedures, enhanced training of food inspectors and sharing of inspectors.

Project Manager: Public Health Program Manager Laura Kittross

Regional Public Health Inspection Program

The Berkshire Regional Planning Commission is serving as the fiduciary agent to the Berkshire Public Health Alliance to implement a regional Public Health Inspectional Program in selected Alliance towns.

Project Manager: Public Health Program Manager Laura Kittross

Regional Public Health Nursing Program

The Berkshire Regional Planning Commission is serving as the fiduciary agent to the Berkshire Public Health Alliance to implement a regional Public Health Nursing Program in selected Alliance towns.

Project Manager: Public Health Program Manager Laura Kittross

REGIONAL SERVICES

Berkshire County Education Task Force

Berkshire Regional Planning Commission is providing support to the Berkshire County Education Task Force which is working to develop and recommend solutions to the declining enrollments, rising operational costs, declining or flat municipal revenues, and reductions in the diversity and range of educational programs available to students across Berkshire County. The intent of the Task Force is to develop and recommend solutions to improve access, diversity, breadth and quality of educational programs, create economies of scale through new collaborations, advance new investments in collaborative solutions, maintain and honor the unique identity of each Berkshire community, and reflect age appropriate social and learning practices.

Project Manager: Executive Director Nat Karns

Burn Permits

The Berkshire Regional Planning Commission coordinates and administers an on-line burn permitting program. This program, working with area Fire Departments, allows applicants wanting to get a permit for open burning to apply for that permit on-line.

Project Manager: Assistant Director Thomas Matuszko

TRANSPORTATION PLANNING

Berkshire Regional Transit Authority Assistance

The Berkshire Regional Planning Commission provides assistance to the region's transit provider, the Berkshire Regional Transit Authority (BRTA). The support activities which are provided to the BRTA include updates to the Coordinated Public Transit-Human Services Transportation Plan, preparing the Transit portion of the Transportation Improvement Program (TIP) and performing other transit related studies as requested. BRPC is an active member of the Berkshire Regional Coordinating Council that strives to promote alternative, cost effective ridesharing opportunities throughout the county.

Project Manager: Senior Planner Anuja Koirala

Berkshire Bike Path Council

The Berkshire Regional Planning Commission serves as the fiduciary agent for the Berkshire Bike Path Council (BBPC) and administers BBPC funds in accordance with decisions made by the Council to promote the development of bicycle facilities in Berkshire County.

Project Manager: Senior Planner Emily Lindsey

Complete Streets Projects

The Berkshire Regional Planning Commission has supported the discussion of how Complete Streets might fit into Berkshire communities. As part of this effort, BRPC staff has been assisting communities in the development of Complete Streets Policies, and Project Prioritization Plans. This effort includes working with a core committee to look at the existing conditions, opportunities, and challenges in implementing Complete Streets elements. Each project includes a final report summarizing the town's existing conditions, needs, objectives, and priorities. Staff is working with Egremont, Dalton and Hinsdale.

Project Manager: Assistant Director Thomas Matuszko

Coordinated Transportation Planning (TIP)

The Berkshire Regional Planning Commission provides staff support to the Berkshire Metropolitan Planning Organization (MPO). Documents developed and endorsed by the MPO include the Transportation Improvement Program, the Unified Planning Work Program, and the Regional Transportation Plan, as well as various special studies.

Project Manager: Transportation Program Manager Clete Kus

Road Management Planning

The Berkshire Regional Planning Commission has evaluated and rated the pavement condition of public roadways in many Berkshire towns. This effort includes interviewing Town officials about existing and historic issues, future goals, and funding available for managing the towns road network. Each project includes a final report summarizing the Town's needs, objectives, budget, road treatments, and existing condition data. Staff worked with officials from the Town of Tyringham in 2016.

Project Manager: Senior Planner Emily Lindsey

Transportation Safety Initiatives

The Berkshire Regional Planning Commission actively monitors the safety of our Region's roads. We work with our local, state, and Federal partners to make Berkshire roads safer for motorists, trucks, pedestrians, and bicyclists.

Project Manager: Senior Planner Emily Lindsey

GENERAL OPERATIONS

Area of Critical Environmental Concern – Kampoosa Bog

The Berkshire Regional Planning Commission assists the Kampoosa Bog Advisory Committee protecting the Area of Critical Environmental Concern.

Environmental Reviews

The Berkshire Regional Planning Commission prepares advisory comments for the Secretary of Energy and Environmental Affairs and local permitting boards/commissions to projects subject to Massachusetts Environmental Policy Act (MEPA) review.

Educational Training Activities

The Berkshire Regional Planning Commission hosts, sponsors, coordinates, conducts and presents training sessions for municipal board members, including the Citizen Planner Training Collaborative on topics such as municipal planning and zoning, smart growth and environmental protection. Three or four times per year the Berkshire Regional Planning Commission hosts a training dinner for Planning Board and Zoning Board of Appeals members, Building Inspectors, Planning staff and Public Health Officials.

Grant Writing and Administration

The Berkshire Regional Planning Commission provides technical assistance to local municipalities, nonprofit organization, and institutions to prepare, write and administer grant applications to a wide range of public or private funding sources.

Local Technical Assistance

The Berkshire Regional Planning Commission provides technical assistance to the region's municipalities about a host of planning related topics, ranging from procedural issues related to zoning, review of development projects, requests for demographic and land use information and request for GIS and other maps.

Mapping

The Berkshire Regional Planning Commission provides maps to the public as requested on a fee basis.

BRPC Activities

FY 2016

Commission Operations & Administration

- The Commission met eight times with attendance from 8 to 13 communities at each meeting; during the course of year, 22 of 32 communities participated; North Adams, Pittsfield, Tyringham, and Williamstown were represented in at least six BRPC meetings.
- Held the September Commission meeting in Lenox to release the results of the Young Adult and Age Friendly surveys.
- The Commission ended FY 2016 with revenues of \$2,704,632 and operating expenses of \$2,824,974, including additional post-employment benefit liabilities. Operating revenues exceeded operating expenses by \$26,401 for the year.
- Six Common Ground newsletters were produced.

Local Technical Assistance

- Staff provided 134 hours of technical assistance to Berkshire municipalities, regional organizations, state officials, local business, investors, individuals and others.
- Twenty four out of thirty two municipalities used Berkshire Regional Planning Commission's technical expertise.

Local Planning Training

- CPTC Fall Workshops
 - Special Permits & Variances
 - Writing Reasonable & Defensible Decisions
- 5th Thursday Dinners
 - Designing for Complete Streets
 - Medical Marijuana in Massachusetts: 3 years Later & Beyond
- Miscellaneous
 - New Planning Board and Zoning Board of Appeals Member Training

Environmental Reviews

- MEPA Willow Hill Solar Project in Lenox/Lee

Berkshires Tomorrow, Inc.

- Received funding for the Berkshire County Education Task Force, Age Friendly Berkshires and Care Transition Education Training.

State & Federal Legislation & Policies

- Hosted Lieutenant Governor Karyn Polito at BRPC's 49th Annual Meeting.
- Submitted comments to the Federal Energy Regulatory Commission regarding the Environmental Assessment for Tennessee Gas Pipeline Company's **Connecticut Expansion Project** impacting Sandisfield.
- Working with the Western New England Greenway Committee and MassDOT, achieved **designation of U.S. Bicycle Route 7** through the county from Long Island Sound to the Canadian border in northern Vermont

- Submitted a letter to the Governor regarding several budget line items and the need for funding in the **FY 2017 state budget**.
- Submitted a letter to the legislature regarding the latest **land use reform legislation**.
- At the request of Executive Office of Housing & Economic Development reviewed 12 **MassWorks applications** for major economic development and small town road projects in the Berkshires.
- Advocated with the General Court and the Governor's Office for at least maintaining level funding for District Local Technical Assistance program in the FY 2017 budget.

Income Statement – All Departments

BERKSHIRE REGIONAL PLANNING COMMISSION Income Statement - All Departments FY2016

	<u>FY 2016</u>
Cost of Labor	(\$1,064,259)
Benefits Expense	(\$426,238)
Operating Expense	(\$484,797)
Subcontractors Expense	(\$849,681)
Total Expense & Labor	<u>(\$2,824,974)</u>
Total Income & Revenues	<u>\$2,704,632</u>
Gross Difference between Income & Expense	<u>(\$120,342)</u>
GASB - Post Employment Benefits	\$152,646 *
GASB - Pension Benefits	<u>(\$5,903) **</u>
Surplus Revenue	\$26,401
Fund Balance at Beginning of Year (excludes GASB)	(\$147,439)
Fund Balance at End of Year (excludes GASB)	<u>(\$121,038)</u>

Note: GASB Post-Employment Benefits - records BRPC Retirement Benefit Liability
GASB Pension Benefits - records BRPC Pension Benefit Liability

Delegates & Alternates

FY2016

COMMUNITY	DELEGATE or ALTERNATE	FIRST NAME	LAST NAME
ADAMS	DELEGATE	SANDRA	MODERSKI
ADAMS	ALTERNATE	JOHN	DUVAL
ALFORD	DELEGATE	ALEXANDRA	GLOVER
BECKET	DELEGATE	ROBERT	RONZIO
BECKET	ALTERNATE	GALE	LABELLE
CHESHIRE	DELEGATE	PETER	TRAUB
CHESHIRE	ALTERNATE	ROBERT	CISKOWSKI
CLARKSBURG	DELEGATE	AUDREY	MATYS
CLARKSBURG	ALTERNATE	CARL	MCKINNEY
DALTON	DELEGATE	CALEB	DARBY
DALTON	ALTERNATE	ROBERT	BISHOP, JR
EGREMONT	DELEGATE	GREGORY	CHERIN
EGREMONT	ALTERNATE	CHARLES	OGDEN
FLORIDA	DELEGATE	THOMAS	BRULE
FLORIDA	ALTERNATE	CHRISTINE	DOBBERT
GT BARRINGTON	DELEGATE	MALCOM	FICK
GT BARRINGTON	ALTERNATE	JEREMY	HIGA
HANCOCK	DELEGATE	JEFF	JORDAN
HINSDALE	DELEGATE	DANIEL	BROWN
LANESBOROUGH	DELEGATE	RONALD	TINKHAM
LANESBOROUGH	ALTERNATE	JACK	HICKEY
LEE	DELEGATE	PETER	BLUHM
LEE	ALTERNATE	BUCK	DONOVAN
LENOX	DELEGATE	MARK	SMITH
LENOX	ALTERNATE	THOMAS	DELASCO
MONTEREY	DELEGATE	LAWRENCE	KLEIN
MONTEREY	ALTERNATE	WAYNE	BURKHART
MT WASHINGTON	DELEGATE	ROBERT	BOTT
MT WASHINGTON	ALTERNATE	JAMES	LOVEJOY
NEW ASHFORD	ALTERNATE	KEVIN	FLICKER
NEW MARLBOROUGH	DELEGATE	JAMES	MULLEN
NEW MARLBOROUGH	ALTERNATE	PATRICIA	HARDYMAN
NORTH ADAMS	DELEGATE	KYLE	HANLON
OTIS	DELEGATE	MICHAEL	ERNST
OTIS	ALTERNATE	JAMES	KAUFFMAN

COMMUNITY	DELEGATE or ALTERNATE	FIRST NAME	LAST NAME
PERU	DELEGATE	SAMUEL	HAUPT
PERU	ALTERNATE	GARY	STERGIS
PITTSFIELD	DELEGATE	SHEILA	IRVIN
PITTSFIELD	ALTERNATE	CJ	HOSS
RICHMOND	DELEGATE	PAULA	PATTERSON
RICHMOND	ALTERNATE	RICHARD	BELL
SANDISFIELD	DELEGATE	GARY	BOTTUM SR
SANDISFIELD	ALTERNATE	ANDREW	SNYDER
SAVOY	DELEGATE	JOHN	TYNAN
SAVOY	ALTERNATE	DANIEL	LABONTE
SHEFFIELD	DELEGATE	MARIE	MASSINI REYNOLDS
SHEFFIELD	ALTERNATE	RENE C	WOOD
STOCKBRIDGE	DELEGATE	KATE	FLETCHER
STOCKBRIDGE	ALTERNATE	MARIE	RAFTERY
TYRINGHAM	DELEGATE	HOLLY	KETRON
TYRINGHAM	ALTERNATE	SARAH	HUDSON
W STOCKBRIDGE	DELEGATE	DANA	BIXBY
W STOCKBRIDGE	ALTERNATE	KAREN	ZICK
WASHINGTON	DELEGATE	MARILYN	WILEY
WASHINGTON	ALTERNATE	MICHAEL	CASE
WILLIAMSTOWN	DELEGATE	AMY	JESCHAWITZ
WILLIAMSTOWN	ALTERNATE	ROGER	BOLTON

BRPC Committee Membership FY16

Executive Committee

Staff: Nathaniel Karns, Executive Director

Sheila Irvin, Chair (Pittsfield)
Kyle Hanlon, Vice Chair (North Adams)
Marie Raftery, Clerk & Regional Issues Committee Chair (Stockbridge)
Charles Ogden, Treasurer & Finance Committee Chair (Egremont)
Rene Wood, Commission Development Committee Chair (Sheffield)
James Mullen, Environmental Review Committee Chair (New Marlborough)
Samuel Haupt, At- Large (Peru) Transportation Expert
John Duval, At-Large (Adams)
Roger Bolton, At-Large (Williamstown)

Commission Development Committee

Staff: Thomas Matuszko, Assistant Director

Rene Wood, Chair (Sheffield)
Sarah Hudson (Tyringham)
John Duval (Adams)
Kyle Hanlon, Vice Chair (North Adams)
Sheila Irvin (Pittsfield) (Ex-Officio)

Environmental Review Committee

Staff: Nathaniel Karns, Executive Director

James Mullen, Chair (New Marlborough)
Malcom Fick, (Gt. Barrington)
Roger Bolton, (Williamstown)
John "Jack" Hickey (Lanesborough)
Mark Smith, (Lenox)
Sarah Hudson (Tyringham)
Eleanor Tillinghast (Mt. Washington) (Non-Commission member)
Stephen McMahon (West Stockbridge) (Non-Commission member)
Sheila Irvin (Pittsfield) (Ex-Officio)

Finance Committee

Staff: Marianne Sniezek, Office Manager

Charles Ogden, Chair & Treasurer (Egremont)
Kyle Hanlon (North Adams)
Sam Haupt (Peru)
Sheila Irvin (Pittsfield) (Ex-Officio)

Regional Issues Committee

Staff: Nathaniel Karns, Executive Director

Marie Raftery Chair (Stockbridge)
Jamie Mullen, (New Marlborough)
Robert Bott, (Mt. Washington)
Kate Fletcher (Stockbridge)
Sarah Hudson (Tyringham)
CJ Hoss, (Pittsfield)
Chris Rembold (Gt. Barrington)
Eleanor Tillinghast (Mount Washington) (Non-Commission member)
Andrew Groff (Williamstown) (Non-Commission member)
Thomas Wickham (Lee)
Sheila Irvin (Pittsfield) (Ex-Officio)

Commission Representatives to Related Groups:

Westfield River Wild and Scenic Advisory Committee – Representative: Marie Raftery (Stockbridge)

Berkshire Metropolitan Planning Organization – Representative: Chair Sheila Irvin (Pittsfield); Sam Haupt (Peru); second Alternate: Jack Hickey (Lanesborough)

Berkshire Brownfields Committee – Jack Hickey (Lanesborough)

Berkshire Comprehensive Economic Development Strategy Committee – Roger Bolton (Williamstown)

Sustainable Berkshires Plan Consortium – Representative: James Mullen (New Marlborough); Alternate: Roger Bolton (Williamstown)

Mohawk Trail Woodlands Partnership Project Advisory Committee – Representative: Kyle Hanlon (North Adams)

BRPC Staff FY 2016

Nathaniel W. Karns, AICP - Executive Director - NKarns@berkshireplanning.org

Responsible for overall operation of the agency, under the direction of the Commission. Represents the agency with local, regional, state and federal officials and agencies. Manages staff to ensure that the agency missions, as well as regional and local needs, are being met and that adopted regional policies are complied with. Leads staff efforts on major regional initiatives on behalf of BRPC and oversees agency budget and finances.

Thomas Matuszko, AICP - Assistant Director - TMatuszko@berkshireplanning.org

Assists the Executive Director in administration and budgeting. Supervises community and environmental planning staff. Oversees comprehensive planning activities, particularly in areas of land use, environmental and natural resources and community development planning. Oversees regional service delivery programs.

Laura Kittross - Public Health Program Manager - LKittross@berkshireplanning.org

Manages the public health program. Supervises public health staff. Provides leadership and guidance on technical aspects of public health programs. Develops and administers the Public Health Program budget.

Clete Kus, AICP - Transportation Program Manager - CKus@berkshireplanning.org

Manages the transportation planning program. Supervises transportation planning staff. Provides leadership and guidance on technical aspects of transportation planning programs. Develops and administers the Transportation Program budget.

Mark Maloy - GIS, Data and IT Manager - MMaloy@berkshireplanning.org

Manages GIS (Geographic Information System), data and information technology services. Manages Berkshire Benchmarks program. Provides oversight of BRPC's network, web page and computer hardware and software. Provides oversight of emergency preparedness and hazard mitigation planning.

Marianne Sniezek - Office Manager - MSniezek@berkshireplanning.org

Oversees office management and human resource functions for the agency. Supervises administrative staff. Provides support to the Commission and its committees. Assists in the agency financial management and reporting. Develops and implements BRPC personnel, operating policies and procedures.

Eammon Coughlin – Planner - ECoughlin@berkshireplanning.org

Serves as a support staff person for local planning and implementation projects. Assists with community master, economic development and open space and recreation plans.

Brian Domina, Esq. – Senior Planner - BDomina@berkshireplanning.org

Served as the lead staff person for land use projects, land use training and land use technical assistance requests. Additional areas of work include economic development planning, wind energy and broadband planning.

Lauren L. Gaherty - Senior Planner - LGaherty@berkshireplanning.org

Serves as a lead staff person for complex regional and local planning and implementation projects, focusing on the environment, energy, scenic byways, open space and recreation.

Allison Hope - Planner - AHope@berkshireplanning.org

Serves as the emergency preparedness liaison to Town Boards of Health and is involved in a variety of emergency preparedness activities. Also works on smoke free environments and smoke free worksites, helps support the Berkshire County Boards of Health Association (BCBOHA) Septic Installer program and assists on a variety of other public health projects.

Jennifer Kimball - Planner - JKimball@berkshireplanning.org

Serves as the point person for all substance abuse programs and is the coordinator of the Berkshire Opioid Abuse Prevention Collaborative (BOAPC). Serves as the point person for Berkshire Public Health Alliance programs, and assists on a variety of other public health projects.

Anuja Koirala, AICP - Senior Transportation Planner - AKoirala@berkshireplanning.org

Serves as a lead staff person for transportation planning projects involving highway and transit planning. Responsible for development of Regional Transportation Improvement Program (TIP) and Coordinated Public Transit Human Services Transportation Plan.

Emily Lindsey, AICP - Senior Transportation Planner - ELindsey@berkshireplanning.org

Serves as a lead staff person for transportation planning efforts including those involving pavement management, corridor planning, bicycle and pedestrian planning and highway safety.

Linda Ludwig – Finance Administrator- LLudwig@berkshireplanning.org

Directs accounting activities related to daily business operations. Processes payroll, prepares bill payments, manages accounts receivable and prepares financial statements. Assists with audit by outside accountant.

Sandra Martin - Senior Planner - SMartin@berkshireplanning.org

Serves as a lead staff person for complex Public Health Projects, including emergency preparedness planning activities and support to the Berkshire Public Health Emergency Preparedness Coalition.

Patricia Mullins - Community Development Program Manager - PMullins@berkshireplanning.org

Manages community development, including affordable housing initiatives, infrastructure projects and Community Development Block Grants (CDBG) projects. Assists with energy efficiency projects.

Jaclyn Pacejo - Planner - JPacejo@berkshireplanning.org

Served as a support staff person for community development, including affordable housing initiatives, and land use and comprehensive planning projects. Assists with Community Development Block Grant (CDBG) projects.

Diane Persson - Associate Planner - DPersson@berkshireplanning.org

Served as a support staff person for Berkshire Public Health Emergency Preparedness Coalition.

Melissa Provencher - Senior Planner - MProvencher@berkshireplanning.org

Serves as a lead staff person for comprehensive regional and local planning and implementation efforts focusing on water quality, stormwater management, energy efficiency and conservation. Manages Berkshire Brownfields program.

Shannon Zaleski – Office Assistant - SZaleski@berkshireplanning.org

Serves as a support staff person for agency administration and maintains the agency database, purchases supplies, conducts mailings, maintains agency inventory records and arranges advertising for open positions.

Public Health Inspectors

Scott Kranik and Jeff Kennedy

Public Health Inspectors work under the direction of the municipal Boards of Health to provide technical services. These services are all those required of Boards of Health, including Title V (on-site septic) inspections, food establishment inspections, camp inspections, swimming pool inspections and housing inspections.

BRPC Interns FY 2016

Ryan Fajardo – Planning Intern

A rising Junior at Williams College, Ryan worked as an intern for the summer of 2015 and 2016. Assisted with multiple community and regional planning projects.

Joseph Aka

Joseph assisted with data entry for multiple community and public health projects.