

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

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

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

MEETING NOTICE

There will be a meeting of the

EXECUTIVE COMMITTEE

on Thursday, May 5, 2016, 4:00 p.m.
at the Berkshire Regional Planning Commission Office
1 Fenn Street, Suite 201, Pittsfield, MA

AGENDA

- | | | |
|------|---|--------|
| I. | Call to Order & Open Meeting Law Statement | (4:00) |
| II. | Approval of Minutes of Executive Committee Meeting of April 14, 2016 * | (4:05) |
| III. | Financial Reports | (4:10) |
| | A. April Expenditures Report * | |
| | B. Accounts Receivable Report | |
| | C. Other | |
| IV. | Delegate & Alternate Issues | (4:15) |
| V. | Items Requiring Action * | (4:20) |
| | A. Approval to be Subgrantee for Mass. Dept. of Housing & Community Development Grant Application to U.S. Dept. of Housing & Urban Development for Lead Abatement & Healthy Homes Program | |
| | B. Approval to Respond to a Request for Proposals from the Mass. Executive Office of Energy & Environmental Affairs, Office of Technical Assistance and Technology for Building Chemical Safety into Climate Change Resiliency Planning Program | |
| | C. Approval to Submit a Grant Application to the Robert Wood Johnson Foundation, Culture of Health Global Ideas for US Solutions Program | |
| | D. Approval to Enter into Contract with the Western Massachusetts Homeland Security Council for the Children in Disaster (CID)-Reunification Project | |
| | E. Other | |
| VI. | Committee Reports | (4:25) |

- VII. Executive Director's Report (4:30)
- A. Report on New Contracts/Agreements & Unsuccessful Applications
 - B. MassDOT Capital Investment Plan – May 5th Pittsfield Public Meeting, Comments
Deadline – May13, 2016
 - C. Northeast Energy Direct Pipeline – Suspension of Activities
 - D. 2017 State Budget and District Local Technical Assistance Funding
 - E. Age of Disruption Tour – Tuesday, May 17, 2016
 - F. Availability of Community Parcel Level Maps Showing Availability of MBI 123 Broadband
Network
 - G. Appointment to Massachusetts Rural Policy Advisory Commission
 - H. Other
- VIII. Old Business (4:35)
- A. May Commission Meeting
 - B. BRPC Strategic Plan
 - C. Other
- IX. New Business (4:40)
- X. Adjournment (4:45)

* Items Requiring Action

Attachment: March Local Technical Assistance Report

City and Town Clerks: Please post this notice pursuant to M.G.L. Chapter 39, Section 23B

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DRAFT MINUTES OF THE EXECUTIVE COMMITTEE MEETING

Thursday,

April 14, 2016

**At the Berkshire Regional Planning Commission Office
1 Fenn Street, Suite 201, Pittsfield, MA 01201**

I. Call to Order

A. The meeting is called to order at: 4:02 p.m.

Chair Sheila Irvin started the meeting by reading a statement regarding the open meeting law. BRPC records all meetings. Others may record the meeting after informing the chair. Any documents presented must be left with the chair of the meeting.

B. Roll Call:

Sheila Irvin, Chair
Kyle Hanlon, Vice Chair
Chuck Ogden, Treasurer
Marie Raftery, Clerk & Regional Issues Committee Chair
Rene Wood, Commission Development Committee Chair
John Duval, At Large

A quorum is present.

Others Present: Robert Bishop, Dalton Alternate
Sarah Hudson, Tyringham Alternate

Staff Present: Nat Karns, Executive Director
Thomas Matuszko, Assistant Director
Marianne Sniezek, Office Manager

II. Approval of Minutes of Executive Committee Meeting of February 4, 2016

Rene Wood moved to approve; seconded by Kyle Hanlon. Unanimously approved with 1 abstention.

III. Financial Reports

A. February Expenditure Report

All reviewed the complete expenditure list, and any questions were answered regarding vendors paid.

B. March Expenditure Report

All reviewed the complete expenditure list, and any questions were answered regarding vendors paid.

Rene Wood moved to approve the February and March Expenditures as presented; Chuck Ogden seconded. Unanimously approved.

C. Accounts Receivable Report

Staff is continuing to follow up on aged receivables over 90 days. None of the aged receivables are at risk.

Nat pointed out the notes on the Accounts Receivable Report for aged receivables over 90 days.

D. Other

Insurance Rates for FY17

Health increase 4.5% verses 14 to 15% increases for communities.

Dental increase .98%

Professional Insurance for Directors and Officers almost doubled due to work on the pipeline.

Marianne reported the cost went from \$2,719 to \$5,074. One company no longer offers

Professional Insurance, one company wanted a \$50,000 deductible, the cost was higher for the third and one would not offer BRPC insurance due to our involvement in the pipeline.

IV. Delegate and Alternate Issues – None

V. Items Requiring Action

A. Approval to Sign Transit Planning Contract for 2016

Approval was requested for the Executive Director to be authorized to sign a grant contract with MassDOT for our annual transit planning contract for 2016-2017, and to sign any resulting contracts and agreements. This supports our ongoing transit planning activities. The grant amount is \$38,093. The required match is provided through in-kind services by the Berkshire Regional Transit Authority.

Chuck Ogden moved to approve the Executive Director to sign the MassDOT Transit Planning Contract on behalf of the commission; seconded by Kyle Hanlon. Unanimously approved.

B. Approval to Sign Massachusetts Association of Health Boards - Health Impact Assessment Project Contract

Approval was requested for the Executive Director to be authorized to sign a grant contract with the Massachusetts Association of Health Boards to conduct a Health Impact Assessment, and to sign any resulting contracts and agreements. Part of this contract is for BRPC staff to receive training from Metropolitan Area Planning Commission (MAPC) staff about how to conduct a HIA. The HIA itself will focus on the effects of potential Complete Streets improvements in the Town of Egremont. The HIA will follow the process outlined in MAPC's HIA Sprint framework and will include a scoping session and workshop with stakeholders, BRPC staff, and representatives from MAPC/MDPH. The contract is for \$8,880 and no match is required. Marianne reported the money has been received.

Chuck Ogden moved to approve the Executive Director to sign the Massachusetts Association of Health Boards - Health Impact Assessment Project Contract on behalf of the commission; seconded by Kyle Hanlon. Unanimously approved.

C. Approval to Submit Grant Application to Transit Planning 4 All

Approval was requested for the Executive Director to be authorized to submit a grant application to Transit Planning 4 All and to sign any resulting contracts and agreements. The grant is intended to develop strategies to improve inclusive, coordinated transportation services. The existing Regional Coordinating Council is the primary partner in this effort. The requested grant is \$84,810; no match is required.

Chuck Ogden moved to approve the Executive Director to submit a grant application to Transit 4 All on behalf of the commission; seconded by Kyle Hanlon. Unanimously approved.

D. Approval to Submit Grant Application to U.S. Department of Transportation TIGER Grant Program

Approval was requested for the Executive Director to be authorized to submit a grant application to USDOT for a TIGER (Transportation Investment Generating Economic Recovery) grant to implement infrastructure improvements along Main Street in Lee, and to sign any resulting contracts and agreements. This is a very recent opportunity and many details have to be worked out, including whether BRPC or the Town of Lee is the most appropriate applicant. The scope of work, which is being developed, will support the Eagle Mill project, as well as other downtown efforts. The budget is under development but the minimum grant award is \$1 million in a rural community. No match is required but the Town will provide some match to make the application more competitive.

Nat explained once all the applications are received USDOT will contact the governor and get briefed on the governor's priorities in the Commonwealth. The town of Lee is ensuring the governor is educated on this application. At this time, it is believed Lee will be the applicant.

Chuck Ogden moved to approve the Executive Director to submit a grant application to U.S. Department of Transportation TIGER Grant Program on behalf of the commission; seconded by Kyle Hanlon. Unanimously approved.

E. Approval to Submit Grant Application to Environmental Protection Agency Healthy Communities Grant Program

Approval was requested for the Executive Director to be authorized to submit a grant application to the U.S. Environmental Protection Agency New England Region Healthy Communities grant program and to sign any resulting contracts and agreements. The Healthy Communities Grant Program from EPA New England works directly with communities to reduce environmental risks, protect and improve human health and improve the quality of life. We are just beginning development of the project and do not yet have a definite scope or budget but the maximum award is \$25,000, with a required 5% match (\$1,250) which may be in-kind rather than cash.

Rene Wood moved to approve the Executive Director to submit a grant application to Environmental Protection Agency Healthy Communities Grant Program on behalf of the commission; seconded by Chuck Ogden. Unanimously approved.

F. Approval of Modifications to Employee Classification Plan & Related Benefits

Attached is a proposed modification to BRPC's Employee Classification Plan, which clarifies under which circumstances an employee is enrolled in the Massachusetts Public Retirement System (and do not pay into Social Security) and when they are not in the retirement system and must pay into Social Security.

Nat explained the modifications to the Employee Classification Plan is to clarify for part time employees who are enrolled in the State Retirement System and those who will pay into Social Security.

Rene suggested the changing of the word “but” to the word “and”. She also suggested the clarification of what FICA means under each employee classifications.

Chuck Ogden moved to approve the Modification to Employee Classification Plan & Related Benefits with modification of the word “but” to “and” and clarification of the meaning of FICA; Kyle Hanlon seconded. Unanimously approved.

G. Approval of Modifications to Sick Leave Policy

Attached is a proposed modification to BRPC’s Sick Leave Policy. We have been having issues with how to handle sick leave with very part-time flexible schedule off-site employees. These are typically public health inspectors who work less than ten hours in a 2+ week pay period. As a local governmental entity, we are not required to provide sick leave under the recent State law on this topic. We are recommending that we not provide sick leave to these part-time, flexible schedule employees who work less than 15 hours per week. Their flexible schedule allows them to make up work at another time if they do become sick so there should not be a financial impact on them.

Nat explained BRPC clarified with our legal counsel that units of government are not covered by the referendum that requires sick leave for part time employees. BRPC does not have to offer sick leave for part time employees. BRPC has part time inspectors who work flexible schedules and work a small amount of hours when needed. The inspectors work a variable schedule. One week they may not work at all and the next week they can work 5 to 10 hours. If they are sick, because of their flexible schedule they can reschedule the inspection. Employees with fixed schedules who work 15 hours or more will receive sick leave.

Rene suggested a statement be added stating for employees who work an average of less than 15 hours per week do not receive sick leave.

Chuck Ogden moved to approve the Modification to the Sick Leave Policy with the added statement; Kyle Hanlon seconded. Unanimously approved.

H. Approval of Merit Increase Range for FY 2017

The following annual pay increases where proposed for FY 2017 based on performance ratings for the past year:

Exceptional -	3.65%
Exceeds Expectations -	2.65%
Meets Expectations -	1.65%
Needs Improvement -	0.65%
Unsatisfactory -	0%

The Northeast Urban Cost of Living increased by 0.65% from February 2015 to February 2016. BRPC does not have any automatic increases, such as a step plan and all increases are based on performance evaluations.

Chuck Ogden moved to approve the Merit Increase Range for FY 2017 as presented; Kyle Hanlon seconded. Unanimously approved.

I. Other - None

VI. Committee Reports

- A. Commission Development Committee** – Rene said she heard the March 31st, 5th Thursday dinner and training at Mazzeo's was well attended and the feedback was very positive. The topic tied in nicely with Complete Streets.

The Nominating Committee will met after tonight's meeting and will have a report for the May Executive and Commission meetings.

Sheila reported Tom had asked for committee members to submit other names for a speaker for the Annual dinner. The first choice is to have the governor. The next Commission Development meeting will be in May.

Regional Issues Committee – Marie reported at the last meeting they reviewed the newest version of the Land Use Legislation. The Committee will provide comments at the May Commission meeting for approval. The legislation has not changed to a degree that our position on specific parts has changed.

Nat reported the next topic the Regional Issues Committee will review is state codes involving buildings (fire, accessibility and building codes). There are triggers based on the different codes and the building's assessed value. The assessed values in many Berkshire County communities are so low they trigger accessibility requirements which then triggers fire code requirements, which then triggers seismic code requirements. The developer/owner often walks away from a rehab/reuse project due to the extreme costs to bring the building into compliance. A similar building in a high demand part of the state often may not have to do anything simply due to the difference in building assessed value.

- B. Other Finance Committee** – Marianne reported the next meeting will be May 5, 2016 to recommend the budget for next year.

VII. Executive Director's Report

- A. Report on New Contracts/Agreements & Unsuccessful Applications**
B. 2017 State Budget and District Local Technical Assistance Funding

Nat reported the House Ways and Means Committee did not increase the budget to the \$3.4 million BRPC requested. Representative Pignatelli did sign the amendment to increase the budget to the \$3.4 million. Senator Downing is always supportive.

- C. MassDOT Complete Streets Application Opened; Additional Berkshire Workshop – Tuesday, April 12th, Pittsfield**
D. Complete Streets Policy Template Available on BRPC Website
E. Age of Disruption Tour – Tuesday May 17, 2016
F. Approval of Broadband & Cell Tower Mapping Project by Western Mass Connect
G. Relocation of Berkshire Public Health Alliance Staff into BRPC Office
H. Donation of Office Furniture to BRPC by Western Mass Connect, Inc.
I. Initiation of Work by the U.Mass Donahue Institute on Behalf of the Berkshire County Education Task Force

- J. Other**

MassDOT Draft Capital Investment Plan 2017-2021

Nat explained the document does lack specific individual projects such as transit and rail. There is a public hearing at City Hall in Pittsfield on May 5, 2016.

Rene Wood moved to allow the Executive Director on the behalf of the Commission to write a letter to advocate for the representation of the region in the Draft Capital Investment Plan; John Duval seconded. Unanimously approved.

Rene ask if the committee could see a list tracking the grants received since we started the year with considerable budget unknowns facing us. Nat explained this would be in the proposed FY 2017 budget.

VIII. Old Business – None

IX. New Business

A. May Commission Meeting May 19, 2016

- The adoption of the FY 2017 budget.
- Topic of Ride Sharing Services (such as Uber and Lyft).
- Draft Transportation Improvement Program for FY 2017 – 2021 and the FY 2017 Unified Planning Work Program.
- The Regional Issues Committee will have the recommended comments on the latest zoning reform legislation for approval.

B. Updating BRPC Mission Statement

Nat informed the group he will be going to a Succession Planning workshop hosted by the Employers Association of the Northeast on May 19, 2016.

Nat reported other RPA's process for Succession Planning has been:

- Refine or change the Mission Statement.
- Create a Strategic Plan within 4 months.
- Form a subcommittee – Nat explained the Delegates are from planning boards. Much of our work involves many other focus areas. Last time the committee was set up there were 2 to 3 commission members, 1 town manager and 1 outsider.

Rene thought the staff should investigate and recommend what they would like to see for a committee and propose how the committee might be created. The recommendation should be presented to the Executive Committee.

Rene Wood moved to present at the May Executive Committee meeting the staff recommendation for the structure of the Succession Planning Committee; Kyle Hanlon seconded. Unanimously approved.

Nat asked if anyone on the Executive Committee would like to volunteer to be on the subcommittee. Sheila volunteered.

C. Other – Executive meeting will be held on May 5th as the Finance Committee must meet that day.

X. Adjournment

Chuck Ogden moved to adjourn the meeting which was seconded by Kyle Hanlon. The meeting was adjourned at 5:05 p.m.

Materials distributed or presented during this meeting:

Agenda
Minutes
Check Registers
Aged Receivables
Executive Director's Memo
Technical Assistance Reports
New Grants starting & Failed Grant Applications
2016 CPTC Spring Conference Flyer
MassDOT New Complete Streets Program Flyer
Proposed Modified Employee Classifications
Employee Classification and Benefit Grid

Proposed Modified Sick Leave Policy
BayState Roads Complete Streets 101 Benefits, Eligibility & Funding
Dr. Bill Thomas 2016 Age of Disruption Tour
MassDOT Draft Capital Investment

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From Apr 1, 2016 to Apr 30, 2016

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount	
11456	4/1/16	MIIA HEALTH BENEFITS TRUST	1040.000	1,299.95	Dental Insurance
11457	4/1/16	MIIA HEALTH BENEFITS TRUST	1040.000	21,123.27	Health Insurance
11458	4/1/16	MUTUAL OF OMAHA	1040.000	575.91	Life; LTD; STD
11459	4/1/16	CITY OF PITTSFIELD	1040.000	330.00	Parking
11460	4/1/16	BERKSHIRE TECHNOLOGY PARTNERS	1040.000	4,012.00	Rent
11461	4/1/16	CABOT RISK STRATEGIES LLC	1040.000	5,074.68	DNO Insurance
11462	4/12/16	TOWN OF ADAMS	1040.000	66.00	Refund 5th Thursday
11463	4/12/16	ADCARE EDUCATIONAL INSTITUTE	1040.000	50.00	Training
11464	4/12/16	MARY AGOGLIA	1040.000	2,392.50	Health Grants Nurses
11465	4/12/16	ALDAM PRESS, INC.	1040.000	333.46	349 BOAPC16 Printing
11466	4/12/16	BBE OFFICE INTERIORS	1040.000	160.00	Moving Furniture
11467	4/12/16	NEW ENGLAND NEWSPAPERS, INC.	1040.000	174.38	Voided
11468	4/12/16	BRENDA JEAN CHURCH	1040.000	1,030.00	357 CDBG Consulting
11469	4/12/16	COMPREHENSIVE ENVIRONMENTAL, INC.	1040.000	1,350.00	Consulting
11470	4/12/16	COMPUWORKS	1040.000	2,412.50	Quarterly Contract
11471	4/12/16	LOUISE DERAGON	1040.000	1,221.00	Health Grants Nurses
11472	4/12/16	LESLIE DRAGER	1040.000	624.00	Health Grants Nurses
11473	4/12/16	FAIRVIEW HOSPITAL, INC.	1040.000	2,849.27	391 FRCOG/MRC16 Consulting
11474	4/12/16	NATHANIEL W. KARNS	1040.000	160.92	Expense Report
11475	4/12/16	KELLEY CLEANING SERVICES	1040.000	265.00	Cleaning contractors
11476	4/12/16	TRC ENVIRONMENTAL CORPORATION	1040.000	676.84	304 EPA/ASSESS Consulting
11477	4/12/16	VALLEY GREEN SHREDDING, LLC	1040.000	140.00	Shredding/Recycling
11478	4/12/16	W.B. MASON COMPANY, INC.	1040.000	81.65	Office Supplies
11479	4/12/16	BERKSHIRE MOUNTAIN	1040.000	94.00	Water
EFT	4/13/16	EMPLOYERS ASSOC.OF THE NORTHEAST, INC.	1040.000	295.00	N Karns - Training
11480	4/14/16	NATHANIEL W. KARNS	1040.000	917.02	Expense Report
EFT	4/15/16	CODE42	1040.000	9.99	Computer Crash Software
11481	4/18/16	MASS STATE EMPLOYEES' RET.SYSTEM	1040.000	10,334.73	Employees State Retirement
EFT	4/19/16	CROWNE PLAZA	1040.000	200.00	349 BOAPC16 Training J Kimball
11467V	4/25/16	NEW ENGLAND NEWSPAPERS, INC.	1040.000	-174.38	Voided
EFT	4/25/16	N.E. ASSOC OF REG COUNCILS	1040.000	65.00	Training M Maloy
11482	4/27/16	BCK LAW, P.C.	1040.000	1,394.00	375 PWG/PF Legal
11483	4/27/16	BERKSHIRES TOMORROW, INC.	1040.000	2,193.00	Quarterly Lease Payment
11484	4/27/16	COMPREHENSIVE ENVIRONMENTAL, INC.	1040.000	2,030.00	402 DEP/NPDES Consulting
11485	4/27/16	CONSTANT CONTACT, INC.	1040.000	223.20	Bike Path Mailing List
11486	4/27/16	CORNERSTONE	1040.000	652.40	Telephone
11487	4/27/16	E-Z PASS MA	1040.000	100.00	Tolls
11488	4/27/16	FEDEX	1040.000	100.95	Mailing List
11489	4/27/16	FRANKLIN REGIONAL COUNCIL	1040.000	568.16	263 MT/HIST Consulting
11490	4/27/16	MACFARLANE OFFICE PRODUCTS, INC.	1040.000	2,346.63	Copying
11491	4/27/16	NORTHERN BERKSHIRE COMMUNITY COALITION	1040.000	1,537.86	349 BOAPC16 Consultant
11492	4/27/16	RAILROAD STREET YOUTH PROJECT, INC	1040.000	1,184.26	349 BOAPC16 Consultant

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From Apr 1, 2016 to Apr 30, 2016

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount	
11493	4/27/16	BERKSHIRE TECHNOLOGY PARTNERS	1040.000	1,062.65	Utilities
11494	4/27/16	UMASS	1040.000	50.00	Training
11495	4/27/16	VALLEY GREEN SHREDDING, LLC	1040.000	70.00	Shredding/Recycling
11496	4/27/16	W.B. MASON COMPANY, INC.	1040.000	717.94	Office Supplies
11497	4/27/16	SHANNON ZALESKI	1040.000	12.35	Expense Report
11498	4/27/16	EAMMON COUGHLIN	1040.000	162.42	Expense Report
11499	4/27/16	ALLISON HOPE	1040.000	183.39	Expense Report
11500	4/27/16	CHARLES KANIECKI	1040.000	118.80	Expense Report
11501	4/27/16	JEFFREY KENNEDY	1040.000	71.28	Expense Report
11502	4/27/16	JENNIFER L. KIMBALL	1040.000	395.96	Expense Report
11503	4/27/16	LAURA KITTROSS	1040.000	316.45	Expense Report
11504	4/27/16	CLETUS K. KUS	1040.000	32.78	Expense Report
11505	4/27/16	EMILY LINDSEY	1040.000	71.22	Expense Report
11506	4/27/16	SANDRA B. MARTIN	1040.000	325.50	Expense Report
11507	4/27/16	PATRICIA A. MULLINS	1040.000	334.10	Expense Report
11508	4/27/16	MELISSA J. PROVENCHER	1040.000	54.11	Expense Report
11509	4/27/16	SAMEL'S DELI & CATERING	1040.000	174.90	408 DLTA16 Meeting
1053	4/27/16	BUILDEX CONSTRUCTION LLC	1048.000	4,629.00	357 CDBG Contractor
11510	4/27/16	BRIAN M. DOMINA	1040.000	61.34	VOIDED
11511	4/27/16	BERKSHIRE COMMUNITY ACTION COUNCIL, INC	1040.000	350.00	410 FRB/WCC1 Van Rental
11512	4/27/16	KENNETH DEMERS	1040.000	19.72	410 FRB/WCC1 Gas For Van Rental
11510V	4/27/16	BRIAN M. DOMINA	1040.000	-61.34	VOIDED
11518	4/27/16	BRIAN M. DOMINA	1040.000	109.94	Expense Report
EFT	4/27/16	AMAZON.COM	1040.000	3,117.94	400 FDA/FOOD16 Equip for Towns
EFT	4/27/16	AMAZON.COM	1040.000	589.36	400 FDA/FOOD16 Equip for Towns
EFT	4/27/16	AMAZON.COM	1040.000	292.33	400 FDA/FOOD16 Equip for Towns
EFT	4/27/16	MICRO ESSENTIAL LAB	1040.000	66.29	400 FDA/FOOD16 Equip for Towns
EFT	4/27/16	SAME DAY DISTRIBUTING	1040.000	22.81	400 FDA/FOOD16 Equip for Towns
EFT	4/27/16	GRAINGER	1040.000	15.06	400 FDA/FOOD16 Equip for Towns
EFT	4/27/16	AMAZON.COM	1040.000	19.48	400 FDA/FOOD16 Equip for Towns
Total				83,860.93	

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of Apr 30, 2016

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed

Customer ID	Customer	Date	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
281/TPL13	MASSDOT#75425 - TPL13	1/13/16	281-123115-4.3				6.20	6.20
281/TPL13	MASSDOT#75425 - TPL13	4/19/16	281-033116-4.6	40,293.48				40,293.48
281/TPL13	MASSDOT#75425 - TPL13			40,293.48			6.20	40,299.68
283 BHPA/INSP/BKT	TOWN OF BECKET	4/21/16	283-033116-BKT	450.00				450.00
283 BHPA/INSP/BKT	TOWN OF BECKET			450.00				450.00
283 BHPA/INSP/EGR	TOWN OF EGREMONT	4/21/16	283-033116-6-EGR	2,483.00				2,483.00
283 BHPA/INSP/EGR	TOWN OF EGREMONT			2,483.00				2,483.00
283 BHPA/INSP/PER	TOWN OF PERU	4/21/16	283-033116-PER	1,050.00				1,050.00
283 BHPA/INSP/PER	TOWN OF PERU			1,050.00				1,050.00
283 BHPA/INSP/WSH	TOWN OF WASHINGTON	4/21/16	283-033116-WSH	525.00				525.00
283 BHPA/INSP/WSH	TOWN OF WASHINGTON			525.00				525.00
284/BHPN/PHN/DAL	TOWN OF DALTON	3/31/16	284-033116-3-DAL	1,302.53				1,302.53
284/BHPN/PHN/DAL	TOWN OF DALTON			1,302.53				1,302.53
284/BHPN/PHN/PER	TOWN OF PERU	4/1/16	284-063016-4-PER	359.25				359.25
284/BHPN/PHN/PER	TOWN OF PERU			359.25				359.25
284/BPHN/PHN/EGR	TOWN OF EGREMONT	4/1/16	284-063016-4-EGR	461.00				461.00
284/BPHN/PHN/EGR	TOWN OF EGREMONT			461.00				461.00
297 BTI	BERKSHIRES TOMORROW, INC.	1/1/16	297-013116				-2.74	-2.74
297 BTI	BERKSHIRES TOMORROW, INC.	4/21/16	297-033116	679.61				679.61
297 BTI	BERKSHIRES TOMORROW, INC.			679.61			-2.74	676.87

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of Apr 30, 2016

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed

Customer ID	Customer	Date	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
304/DALTON REDEV	DALTON REDEVELOPMENT AUTH	1/26/16	304-012616-2				5,000.00	5,000.00 MP Will Pay
304/DALTON REDEV	DALTON REDEVELOPMENT AUTHORITY						5,000.00	5,000.00
304/TOWN OF LEE	TOWN OF LEE	2/23/16	304-022316-LEE				2,000.00	2,000.00 MP Will Pay
304/TOWN OF LEE	TOWN OF LEE						2,000.00	2,000.00
310/MBPT2	MASSDOT#77954 - MBPT2	4/20/16	310-033116-9.3	276.05				276.05
310/MBPT2	MASSDOT#77954 - MBPT2			276.05				276.05
320/LEE/BFAWP	TOWN OF LEE	4/4/16	320-013116-19	5,305.00				5,305.00
320/LEE/BFAWP	TOWN OF LEE	4/4/16	320-022916-20	4,339.38				4,339.38
320/LEE/BFAWP	TOWN OF LEE			9,644.38				9,644.38
326/BURN/BECKET	TOWN OF BECKET	12/16/15	FY2016 BURN PERM-BKT				85.00	85.00
326/BURN/BECKET	TOWN OF BECKET						85.00	85.00 We did send follow up
332/BHS/	BERKSHIRE HEALTH SYSTEMS	3/10/16	332-022916-10		2,919.46			2,919.46
332/BHS/	BERKSHIRE HEALTH SYSTEMS	4/19/16	332-033116-11	2,322.78				2,322.78
332/BHS/	BERKSHIRE HEALTH SYSTEMS			2,322.78	2,919.46			5,242.24
335/LBD	MASSDOT#82513 - LBD	4/21/16	335-033116-9.2	2,221.27				2,221.27
335/LBD	MASSDOT#82513 - LBD			2,221.27				2,221.27
350/BCBOHA	BERKSHIRE COUNTY BOARDS OF	4/13/16	350-033116-3	3,262.91				3,262.91
350/BCBOHA	BERKSHIRE COUNTY BOARDS OF HEALTH			3,262.91				3,262.91

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of Apr 30, 2016

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed

Customer ID	Customer	Date	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due	
373/STK/319	TOWN OF STOCKBRIDGE	1/19/16	373-123115-4				787.84	787.84	Missed Invoice - We notified them
373/STK/319	TOWN OF STOCKBRIDGE						787.84	787.84	
376/EOT09	OFFICE OF TRANSPORTATION PLA	4/19/16	376-033116-FINAL	4,259.33				4,259.33	
376/EOT09	OFFICE OF TRANSPORTATION PLANNING			4,259.33				4,259.33	
383/LEE/OSRP	TOWN OF LEE	3/2/16	383-013116-2-FINAL		5,000.00			5,000.00	
383/LEE/OSRP	TOWN OF LEE				5,000.00			5,000.00	
384 DAL/MP	TOWN OF DALTON	4/26/16	384-033116-2	2,551.26				2,551.26	
384 DAL/MP	TOWN OF DALTON			2,551.26				2,551.26	
385 MAPC/MACC	METROPOLITAN AREA PLANNING	3/10/16	385-022916-8		820.12			820.12	
385 MAPC/MACC	METROPOLITAN AREA PLANNING	4/12/16	385-033116-9	1,493.49				1,493.49	
385 MAPC/MACC	METROPOLITAN AREA PLANNING COUNC			1,493.49	820.12			2,313.61	
386/STK/319	TOWN OF STOCKBRIDGE	1/19/16	386-123115-2				2,485.45	2,485.45	Missed IV - We notified them
386/STK/319	TOWN OF STOCKBRIDGE						2,485.45	2,485.45	
387 MAPC/REGSH	METROPOLITAN AREA PLANNING	12/9/15	387-113015-5				657.33	657.33	Slow Payers
387 MAPC/REGSH	METROPOLITAN AREA PLANNING	3/10/16	387-022916-8		1,714.08			1,714.08	
387 MAPC/REGSH	METROPOLITAN AREA PLANNING	4/12/16	387-033116-19	515.09				515.09	
387 MAPC/REGSH	METROPOLITAN AREA PLANNING COUNC			515.09	1,714.08		657.33	2,886.50	
389 BCBOHA/PWTF-T	BERKSHIRE CTY BOARDS OF HEAI	3/10/16	389-022916-6		2,041.08			2,041.08	

BERKSHIRE REGIONAL PLANNING COMMISSION

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Customer ID	Customer	Date	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
389 BCBOHA/PWTF-T	BERKSHIRE CTY BOARDS OF HEALTH	4/13/16	389-033116-7	2,296.45				2,296.45
389 BCBOHA/PWTF-T	BERKSHIRE CTY BOARDS OF HEALTH AL			2,296.45	2,041.08			4,337.53
392 MAPC/COAD16	METROPOLITAN AREA PLANNING	12/9/15	392-113015-4				405.39	405.39 Slow Payers
392 MAPC/COAD16	METROPOLITAN AREA PLANNING	3/10/16	392-022916-7-FINAL		183.22			183.22
392 MAPC/COAD16	METROPOLITAN AREA PLANNING COUNC				183.22		405.39	588.61
393 BTI/TUFTS	BERKSHIRES TOMORROW, INC.	3/9/16	393-022916-7		1,084.45			1,084.45
393 BTI/TUFTS	BERKSHIRES TOMORROW, INC.	4/12/16	393-033116-8	13,811.85				13,811.85
393 BTI/TUFTS	BERKSHIRES TOMORROW, INC.			13,811.85	1,084.45			14,896.30
396 GTB/CDBG-R14	TOWN OF GREAT BARRINGTON	3/22/16	396-123115-1		32,013.90			32,013.90
396 GTB/CDBG-R14	TOWN OF GREAT BARRINGTON				32,013.90			32,013.90
401 MAPC/SURVEY	METROPOLITAN AREA PLANNING	12/9/15	401-113015-1				974.00	974.00 Slow Payers
401 MAPC/SURVEY	METROPOLITAN AREA PLANNING COUNC						974.00	974.00
402/DEP/NPDES	DCOMM OF MASSACHUSETTS	4/27/16	402-033116-2	4,040.64				4,040.64
402/DEP/NPDES	DCOMM OF MASSACHUSETTS			4,040.64				4,040.64
405 MAPC/SUVT	METROPOLITAN AREA PLANNING	12/9/15	405-113015-1				179.46	179.46 Slow Payers
405 MAPC/SUVT	METROPOLITAN AREA PLANNING	3/10/16	405-022916-4		9,372.26			9,372.26
405 MAPC/SUVT	METROPOLITAN AREA PLANNING	4/12/16	405-033116-5	5,960.74				5,960.74
405 MAPC/SUVT	METROPOLITAN AREA PLANNING COUNC			5,960.74	9,372.26		179.46	15,512.46
411 MAPC/COAD17	METROPOLITAN AREA PLANNING	4/14/16	411-033116-2	190.26				190.26
411 MAPC/COAD17	METROPOLITAN AREA PLANNING COUNC			190.26				190.26
412 MAPC/DMP	METROPOLITAN AREA PLANNING	3/10/16	412-022916-1		954.78			954.78

BERKSHIRE REGIONAL PLANNING COMMISSION

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As of Apr 30, 2016

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Customer ID	Customer	Date	Invoice/CM #	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
412 MAPC/DMP	METROPOLITAN AREA PLANNING COUNC				954.78			954.78
413 PTS/HHHA	CITY OF PITTSFIELD	3/10/16	413-031016-1		4,000.00			4,000.00
413 PTS/HHHA	CITY OF PITTSFIELD				4,000.00			4,000.00
414/DAL/SW16	TOWN OF DALTON	4/27/16	414-033116-1		1,376.10			1,376.10
414/DAL/SW16	TOWN OF DALTON				1,376.10			1,376.10
49/OUTS/ADM	ADAMS: OUTSOURCE PLNR(GIS)-O	2/11/16	49-013116-6			640.00		640.00
								Missed IV - We notified them
49/OUTS/ADM	ADAMS: OUTSOURCE PLNR(GIS)-OUTS/AD					640.00		640.00
PARKING PERMIT FEES	PARKING PERMIT FEES	5/1/16	MAY 2016 MATUSZKO	-25.00				-25.00
PARKING PERMIT FEES	PARKING PERMIT FEES	6/1/16	JUNE 2016 MATUSZKO	-25.00				-25.00
PARKING PERMIT FEES	PARKING PERMIT FEES			-50.00				-50.00
								Prepaid Parking
TOWN OF MT WASHINGTO	TOWN OF MT WASHINGTON	6/30/16	FY17-MTW		-123.56			-123.56
TOWN OF MT WASHINGTO	TOWN OF MT WASHINGTON				-123.56			-123.56
								Prepaid Assess
TOWN OF PERU	TOWN OF PERU	3/30/16	033116 5TH THURS		33.00			33.00
TOWN OF PERU	TOWN OF PERU				33.00			33.00
Report Total				101,652.91	60,136.35	2,640.00	10,577.93	175,007.19

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

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

MEMORANDUM

TO: Executive Committee, Berkshire Regional Planning Commission
FROM: Nathaniel W. Karns, AICP, Executive Director
DATE: April 29, 2016
SUBJ: Agenda Items

V. Items Requiring Action

- A. Approval to be Subgrantee for Mass. Dept. of Housing & Community Development Grant Application to U.S. Dept. of Housing & Urban Development for Lead Abatement & Healthy Homes Program

Approval is requested for the Executive Director to be authorized to sign a grant contract with the Mass. Department of Housing & Community Development to administer a lead abatement and healthy housing program for Berkshire County and to enter into any resulting contracts and subcontracts. DHCD is submitting a grant application to the U.S. Department of Housing & Urban Development for a statewide program and have stipulated that BRPC will administer the program in the Berkshires on their behalf. This builds on the housing rehabilitation projects we have been running in several communities for the past 3-4 years. Funding received would optimally be used to supplement existing local housing rehabilitation programs in the County and we expect that most of the work will be done by local community development staffs in Adams, North Adams and Pittsfield where most of the likely projects would be located. The only matches are being provided through other existing programs. The total amount requested is \$1,032,000 over three years for Berkshire County.

- B. Approval to Respond to a Request for Proposals from the Mass. Executive Office of Energy & Environmental Affairs, Office of Technical Assistance and Technology for Building Chemical Safety into Climate Change Resiliency Planning Program

Approval is requested for the Executive Director to be authorized to respond to a Request for Proposals from the Mass. Executive Office of Energy & Environmental Affairs, Office of Technical Assistance and Technology for Building Chemical Safety into Climate Change Resiliency Planning Program, and to enter into any resulting contacts. The program is to sponsor workshops designed to build awareness and educate local officials, community leaders, Local Emergency Planning Committees and businesses about toxic chemicals stored, used and transported through their communities. We have not yet seen the solicitation so do not know any of the details but have been informed that this opportunity will be available.

- C. Approval to Submit a Grant Application to the Robert Wood Johnson Foundation, Culture of Health Global Ideas for US Solutions Program

Approval is requested for the Executive Director to be authorized to submit a grant application to the Robert Wood Johnson Foundation, Culture of Health Global Ideas for US Solutions Program, and to enter into any resulting contracts. The project is under development but builds on the Age Friendly Berkshires work we have been engaged in. The budget is under development and we do not yet know the amount. No match is required.

- D. Approval to Enter into Contract with the Western Massachusetts Homeland Security Council for the Children in Disaster (CID)-Reunification Project

Approval is requested for the Executive Director to be authorized to enter into a grant contract with the Western Massachusetts Homeland Security Council for the Children in Disaster (CID)-Reunification Project and to enter into any resulting contracts. The capability to reunify children with their families/primary caregivers following a disaster is a noted gap in local, regional and state emergency plans. This project will develop a Family Reunification Plan checklist and template which any department or organization can adopt and adapt to meet their reunification plan needs. The project budget is \$17,025. No local match is required.

VII. Executive Director's Report

- A. Report on New Contracts/Agreements & Unsuccessful Applications

Attached is a list of new contracts and agreements entered into since the April 14th Executive Committee meeting.

- B. MassDOT Capital Investment Plan – May 5th Pittsfield Public Meeting, Comments Deadline – May 13, 2016

Attached is the announcement of the public meeting schedule for MassDOT's Capital Investment Plan. The Berkshire meeting will be on Thursday, May 5th at 6 p.m. in the Pittsfield City Council Chamber. The format of the meeting is expected to be a more traditional format than the previous Capital Conversations meetings on this topic.

Attached is the letter which is being provided to MassDOT at Thursday's public meeting.

- C. Northeast Energy Direct Pipeline – Suspension of Activities

As you are probably aware, Tennessee Gas Pipeline Company, a.k.a. Kinder Morgan, has suspended all further work on advancing the Northeast Energy Direct pipeline project. A copy of their letter in this regard to FERC is attached. It should be noted that this is a "suspension" and not a withdrawal at this point. We hopefully will know more when they file their next report with FERC on May 26th.

This does not affect the Connecticut Expansion project in Sandisfield and the legal proceedings regarding the status of imminent domain on Article 97 lands continue, as does TGP's request to begin removal of trees in the construction area. The legal proceedings for this project would presumably set a precedent for future pipeline projects in Massachusetts.

- D. 2017 State Budget and District Local Technical Assistance Funding

The approved House budget restored DLTA to its historic \$2.8 million level, from the reduced level of \$2.0 million proposed by the Governor and which was in the recommended House Ways & Means Committee budget. The regional planning agencies had been pushing to increased funding to \$3.4 million, in part due to increased requests and in part due to the additional support being requested by the Administration with Community Compact commitments. Obviously we pleased that the House increased the amount to be level-funded. We understand that all four Berkshire State Representatives supported the effort to increase the funding and that support is appreciated.

Over the next couple of weeks, we will be working to provide information to Senator Downing in order to press for the Senate to actually approve funding in its budget, rather than forcing it to be worked out in conference committee in June and to increase the funding to the full \$3.4 million requested. Assistance from our municipal officials in this regard is always helpful.

E. Age of Disruption Tour – Tuesday, May 17, 2016

The Berkshires are very fortunate to have an internationally known gerontologist, Dr. Bill Thomas, present his “Age of Disruption” tour on May 17, 2016. Described in the Wall Street Journal as one of the nation’s “top 10 innovators,” Dr. Thomas, the founder of a global non-profit ([The Eden Alternative](#)) which works to improve the care provided to older people, has been in the forefront about transforming how our culture perceives aging. The Age of Disruption Tour brings a radical new approach — and conversation — to growth and aging. The 2016 tour features [Disrupt Dementia](#), a community-based workshop, and Dr. Thomas’ signature “non-fiction theater” performance, [Life’s Most Dangerous Game](#), featuring the unconventional pairing of a physician (Dr. Thomas) and a musician, [Nate Silas Richardson](#). More information is available at <https://drbillthomas.org/local/> and the flyer for this event is attached.

F. Availability of Community Parcel Level Maps Showing Availability of MBI 123 Broadband Network

BRPC has developed parcel-level maps for every city and town in the county showing where the MBI broadband network is located, as well as where cable TV network broadband capability should be available. The latter may be off some due to some inaccuracies with the cable maps provided by Time Warner. Properties which are directly along the MBI network should be able to get basically unlimited broadband access by using one of the providers who have been approved by MBI. We have reports that even with the network in place, the cost to actually connect to it can be substantial. Prior to this work, it was difficult to tell which properties actually had access.

We will be providing chief administrative officials and community development directors across the region with the map for their community. This work was supported by a small grant from Western Mass Connect. Having this data layer will facilitate local and regional efforts to more effectively utilize this fiber for economic and community development purposes by being able to more clearly ascertain which properties have reasonable access to it. For further information, contact GIS, Data and IT Program Manager Mark Maloy at mmaloy@berkshireplanning.org or 442-1521, ext. 29.

G. Appointment to Massachusetts Rural Policy Advisory Commission

I am pleased to report that I have been appointed to the Massachusetts Rural Policy Advisory Commission as the appointee from the Berkshire Regional Planning Commission. This is a new Commission which was established through legislation in 2015. “The mission of the commission shall be to enhance the economic vitality of rural communities, defined as municipalities with population densities of less than 500 persons per square mile, and to advance the health and well-being of rural residents.” The Commission has not yet met so exactly what the agenda and work program will be is not known. State Representative Gailanne Cariddi (North Adams) has been appointed by the House Speaker to be his representative on the Commission.

VIII. Old Business

A. May Commission Meeting

The next Commission meeting will be on May 19th. The following items are on the agenda:

- FY 2017 budget adoption
- Ride Sharing Services (such as Uber and Lyft)
- Draft Transportation Improvement Program for FY 2017 – 2021
- Draft FY 2017 Unified Planning Work Program
- Regional Issues Committee recommended comments on the latest zoning reform legislation
- Potentially – comments on Expanded Environmental Notification Form for West Branch of Housatonic River Restoration Project Tel-Electric (a.k.a. Mill Street) Dam Removal (Pittsfield)

We will also have a cake and refreshments to celebrate BRPC's 50 Anniversary which was on May 9th.

B. BRPC Strategic Plan

As was discussed last month, we need to spend some focused time on updating our existing or creating a new strategic plan for the Commission. The last significant strategic planning work was done about two decades ago and as anyone fairly involved with the Commission and its activities is aware, there have been significant changes in how we operate, our size, the breadth of the work we do, etc. over that time.

My recommendation is that we set a goal of having completed a review/update in time to present it to the full Commission at its September meeting. It is quite possible that it can be done more expeditiously and I think the process should really aim for a final proposal to be completed in 3 months (by August 1). This may require using an outside party to help and provide some focused attention. We can immediately work to identify someone and to see what that might cost.

When the last full strategic plan was developed, in 1993, there was a committee of 2 or 3 Commission members and 2 or 3 outside the Commission, knowledgeable people (a town manager and a local land use attorney were two of those). Staff was involved only really from the sidelines but I think that was due to particular circumstances at that time. My recommendation would be to have a committee of no more than 10 people; 3-4 Commission members, 3-4 outside the Commission but users of the Commission (customers), and 1-2 more senior staff members. If we use a consultant to assist, they may have some ideas in this regard. In my opinion the customers are important because they are using us to provide services that aren't necessarily the focus of our delegates and alternates who are most typically planning board members.

The expected product will be a new or revised mission statement and strategic plan with a set of goals and objectives for the Commission, looking forward for the next 5-10 years. As was done with the existing plan, this will be needed within the next couple of years as a search for a new Executive Director is commenced. Immediately after development, we should take the step of creating an Executive Director position description which has never existed to my knowledge. But that description should reflect the strategic plan of the Commission.

Attachments: New Grants starting 4/15/2016 – 5/5/2016
MassDOT Capital Investment Plan Public Meeting Schedule
BRPC Comment Letter dated 3/28/2016 on the MassDOT Capital Investment Plan
Tennessee Gas Pipeline Co. Letter dated 4/22/16 to FERC suspending permitting activities
Dr. Bill Thomas 2016 Age of Disruption Tour`

New Grants starting 4/15/2016 to 5/5/2016

Name	Grant Amount FY16
North Adams – Bicycle / Pedestrian Trail	\$3000.00
Tyringham Pavement Management	\$4,835.00
Mass Association of Health Boards – Health Impact Assessment	\$8,800.00
Pittsfield Open Space Plan Update	\$18,240.00

Grants Did Not Receive as of 5/5/2016

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massDOT

Massachusetts Department of Transportation

CAPITAL INVESTMENT PLAN Public Meeting Schedule

In the fall of 2015, MassDOT held Capital Conversations throughout Massachusetts to solicit public input for the preparation of the MassDOT Five-Year Capital Investment Plan (CIP) for fiscal years 2017–2021. This multi-billion dollar program makes long-term, multi-modal investments across the Commonwealth and covers all MassDOT highway and municipal projects, regional airports, rail and transit, including MBTA and Regional Transit Authorities as well as the Registry of Motor Vehicles. MassDOT will hold a series of public

meetings across the Commonwealth to present and discuss the Draft Five-Year Capital Investment Plan. Please join us as we present the Draft CIP plan, seek additional public comments, and answer your questions. **Your participation is critical to its success!**

If you are unable to attend a meeting, a copy of the presentation is available at www.mass.gov/massdot/cip. Public comment may be submitted by email to masscip@state.ma.us.

Public meetings are scheduled as follows:

- **Monday, April 25, 6 p.m. Fitchburg**
Public Library, 610 Main Street
- **Tuesday, April 26, 6 p.m. Framingham**
Town Hall, Blumer Room, 150 Concord Street
- **Wednesday, April 27, 6 p.m. Barnstable**
Hyannis Transportation Center, 215 Iyannough Road
- **Wednesday, April 27, 6 p.m. Greenfield**
Olver Transit Center, Floor 1, 12 Olive Street
- **Thursday, April 28, 6 p.m. New Bedford**
Public Library, 613 Pleasant Street
- **Monday, May 2, 6 p.m. Boston (Public Hearing)**
Public Library, McKim Building, 230 Dartmouth Street
- **Tuesday, May 3, 6 p.m. Quincy**
Public Library, 40 Washington Street
- **Wednesday, May 4, 11 a.m. Boston**
State House, 24 Beacon Street, Room 428
- **Wednesday, May 4, 6 p.m. Lynn**
North Shore Community College, Room LE303, 300 Broad Street
- **Thursday, May 5, 6 p.m. Pittsfield**
City Hall Council Chamber, 70 Allen Street
- **Monday, May 9, 6:30 p.m. Mansfield**
Qualters Middle School, Auditorium, 240 East Street
- **Tuesday, May 10, 6:30 p.m. Worcester**
Union Station, 2 Washington Street
- **Tuesday, May 10, 6 p.m. Westfield**
City Hall Council Chamber, 59 Court Street
- **Wednesday, May 11, 6 p.m. Andover**
Public Safety Center, 32 North Main Street
- **Thursday, May 12, 6 p.m. Chelsea**
City Hall Council Chamber, 500 Broadway Street

Locations are accessible to people with disabilities. MassDOT provides reasonable accommodations and/or language assistance free of charge upon request (including but not limited to interpreters in American Sign Language and languages other than English, open or closed captioning for videos, assistive listening devices and alternate material formats, such as audio tapes, Braille and large print), as available. For accommodation or language assistance, please contact Dan Fielding by phone (857) 368-8959 or by email (Daniel.Fielding@dot.state.ma.us). Requests should be made as soon as possible prior to the meeting, and for more difficult to arrange services including sign-language, CART or language translation or interpretation, requests should be made at least ten (10) business days before the meeting.

BERKSHIRE REGIONAL PLANNING COMMISSION
1 FENN STREET, SUITE 201, PITTSFIELD, MASSACHUSETTS 01201
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SHEILA IRVIN, Chair
KYLE HANLON, Vice-Chair
MARIE RAFTERY, Clerk
CHARLES P. OGDEN, Treasurer

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

April 28, 2016

Ms. Stephanie Pollack, Secretary
Massachusetts Department of Transportation
10 Park Plaza, Ste. 3170
Boston, MA 02116

RE: Community Capital Conversation – 2017-2021 Capital Plan

Dear Secretary Pollack:

On behalf of the Berkshire Regional Planning Commission, we appreciate the opportunity to provide input on the draft 2017-2021 Capital Investment Plan. The CIP includes a mix investments totaling more than \$14 billion that will assist with statewide efforts to maintain, modernize and expand the Commonwealth's transportation system. BRPC would like to acknowledge the substantial amount of work that has gone into developing this plan and this should result in financial resources being directed where they are most needed and in turn, provide the greatest benefit. Below you will find comments stemming from our review of the document.

We are also encouraged that the investment plan acknowledges that "less focus has been given to long-term maintenance needs of the Commonwealth's other transportation assets outside of those for the MBTA". Furthermore, Berkshire County, with its rural character, has unique challenges which are distinctly different than those in the more urbanized areas to the east. Based upon the project needs identified in our Regional Transportation Plan, the CIP will assist with funding for the implementation of these projects.

The plan provides significant funding for the Complete Streets Program. We applaud the efforts which MassDOT has taken to move this program forward and as importantly, providing the necessary funding. This program has been well received by Berkshire County communities and BRPC is eager to assist implementing this program which will make our roads safer and provide enhancement for all travel modes.

BRPC is pleased to see that the CIP proposes to provide \$50 million annually for a Municipal Bridge Program. The condition of locally owned bridges within our region continues to degrade from use, age, and the effects of severe storm events and this funding will assist to rehabilitate these important transportation structures. We did notice that the draft CIP did not contain any information on which specific bridges these funds are targeted for nor how the total amount will

be allocated amongst each Highway District. It is request that this information be included in the final CIP. We believe that the resources should be allocated across the state in relationship to the level of need in the different highway districts. There are many more municipally owned bridges which need significant investment in the western half of the state than in the greater Boston region and the level of funding should be allocated commensurately.

In reviewing the supplemental CIP documents, staff was able to identify rail projects which are recommended for funding through the CIP. With regards to rail investments, BRPC is appreciative and strongly supports the investments being directed at the Berkshire Line (\$15,360,000) and the Adams Branch (\$1,944,067). These improvements will improve the overall condition of the Berkshire Line which helps preserve 800 manufacturing jobs in southern Berkshire and northwest Connecticut, many of which are held by Berkshire County residents.

While we appreciate and support the investment being provided to the Adams Branch shown in the CIP, we are very disappointed that a primary purpose of acquiring and restoring that line will remain uncompleted. Specifically not funded is the .6 miles of new track to resume service for the popular Berkshire Scenic Railway Museum's Hoosac Valley tourist train into downtown Adams rather than ending it in an industrial park north of downtown. This is shown as not funded as "New Track Panel" in the amount of \$2,665,600. This is a critical investment that, if not completed, will waste the \$620,000 investment already made in a replica Adams station which is currently without a track. That investment, \$386,820 from the Mass. Department of Conservation & Recreation and \$232,300 by the Town of Adams, was based on a MassDOT commitment. The impact of a grant of \$200,000 made to the Berkshire Scenic Railway Museum by the Executive Office of Administration & Finance to facilitate service between the two downtowns by the tourist train will also be significantly diminished. Based on information we received from RR Engineering and Construction, the engineering consultant used by MassDOT Rail, the cost of installing new ties, track, etc. should not exceed \$800,000 for .6 miles of track; even assuming a 50% increase to \$1.2 million to cover other costs, the \$2,665,600 cost shown in the CIP appears to be grossly inflated. In addition to furthering economic development opportunities and freight/goods movement, the inclusion of funding for this project supports the new federal planning factor of enhancing travel and tourism stemming from the FAST Act.

The development of the CIP included an evaluation of projects using a new scoring system developed by the Project Selection Advisory Council. The draft document does not include information related to project scores and ranking nor is there any explanation why this information is not provided. Similarly, the document lacks discussion or information on the planning for performance tool that was utilized in this effort. To make the process more transparent, additional information which supports the funding decisions should be included.

With regards to highway projects contained in the tables beginning in page 67, the majority of these projects originate from TIPs and the STIP. We have noticed that the total project costs reflected in the table are noticeably different than those contained in the TIP/STIP. Recognizing that the CIP is a cash flow document, the total project cost appearing in the CIP should not be higher than the total project cost reflected in the TIP/RTP. The cumulative difference can have an impact which limits a project's ability to move forward to construction. The attached table provides additional details on project cost differences.

The CIP does not provide summary information about costs/expenditures for each District or MPO region. Similar to federal requirements, a geographic/equity analysis of the proposed projects should be prepared and included in the final document.

In conclusion, BRPC appreciates the efforts that have gone into preparing the 2017-2021 CIP. If you or any member of your staff would like to discuss our comments further, please do not hesitate to contact me. We look forward to working with you and your staff to implement the Capital Investment Plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Nathaniel Karns", with a long horizontal flourish extending to the right.

Nathaniel Karns, AICP
Executive Director

Cc: The Honorable Benjamin B. Downing, State Senator
The Honorable Gailanne Cariddi, State Representative, 1st Berkshire
The Honorable Paul Mark, State Representative, 2nd Berkshire
The Honorable Tricia Farley-Bouvier, State Representative, 3rd Berkshire
The Honorable Smitty Pignatelli, State Representative, 4th Berkshire

Project Cost Differences – Berkshire County

Town & Project Name	CIP Cost	TIP Cost
Pittsfield – W Housatonic & Center Street Intersection Improvements	1,980,636	1,470,000
New Marlborough – Bridge Replacement, Hadsell St.	962,758	2,693,454
Lanesborough – Bridge Replacement, Narragansett Ave over Pontoosuc Lake	5,515,164	5,460,012
Washington – Bridge Replacement over CSX	1,259,209	2,200,000
Pittsfield - Intersection & signal improvements at First St. and North St. Berkshire Med. Ctr.	5,133,333	7,384,000
Williamstown – Reconstruction of Rte. 43	2,695,977	2,803,063
N Adams - Intersection Improvements Rte. 2 & Phelps St.	1,271,956	1,321,528
N Adams – Bridge Maintenance Rte. 8A over Hoosic River	294,228	309,995
Lee – Bridge Replacement, Chapel St. over Greenwater Brook	1,081,727	2,053,000
Lee – Bridge Replacement, Valley St. over Housatonic River	1,540,628	5,017,680
Sheffield – Bridge Replacement, Rte. 7A Ashley Falls	5,133,333	5,584,896
Pittsfield - Intersection & Signal Improvements at 3 locations	1,980,636	1,500,000
Lenox – Reconstruction & widening at Walker St	6,725,400	6,087,123
New Marlborough – N-8-10 Umpachene Fall Rd. over Konkapot River	773,190	2,062,000
Pittsfield – P-10-049 Lakeway Drive	2,507,406	4,134,592
Sheffield – S-10-19 Berkshire School Road	1,943,520	4,510,328
Adams – N Adams Ashuwillticook Trail (Hodges Cross Rd.)	3,357,003	5,589,402
Gt. Barrington - Intersection & Signal Improvements at US 7 and SR 23/41 Maple Street	580,000	550,000



April 22, 2016

Kimberly D. Bose, Secretary
Federal Energy Regulatory Commission
888 First Street, N.E.
Washington, DC 20426

Re: Tennessee Gas Pipeline Company, L.L.C., Docket No. CP16-21-000
Northeast Energy Direct Project

Dear Ms. Bose:

On November 20, 2015, Tennessee Gas Pipeline Company, L.L.C. ("Tennessee") filed with the Federal Energy Regulatory Commission ("Commission") a certificate application ("Application") in the above-referenced docket for the Northeast Energy Direct Project ("Project"). The Application remains pending before the Commission.

As a result of inadequate capacity commitments from prospective customers and a determination that the Project is uneconomic, Kinder Morgan, Inc., Tennessee's parent company, announced on April 20, 2016 that the company would suspend further work and expenditures on the Project. At this time, Tennessee is in the process of determining how best to proceed consistent with existing contracts. As a result, Tennessee respectfully requests that the Commission not take any further action in processing the Application, pending Tennessee submitting a status report to the Commission no later than May 26, 2016.

In accordance with the Commission's filing requirements, Tennessee is submitting this filing with the Commission's Secretary through the eFiling system, and is providing a copy of this filing copy of this filing to the Office of Energy Projects and to all parties on the official service list for this proceeding.

Respectfully submitted,

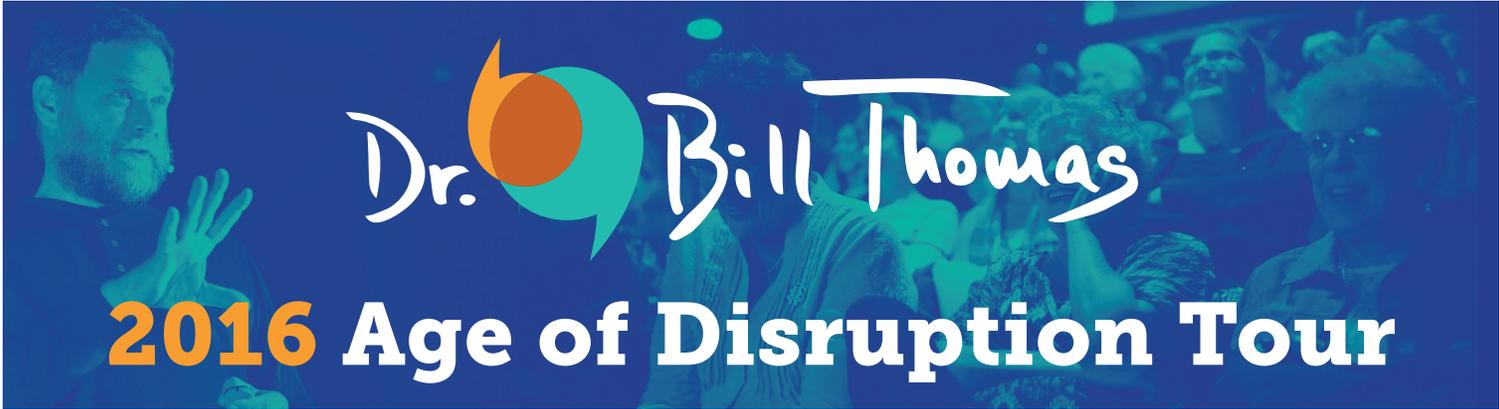
TENNESSEE GAS PIPELINE COMPANY, L.L.C.

By: /s/ J. Curtis Moffatt
J. Curtis Moffatt
Deputy General Counsel and Vice President Gas
Group Legal

cc: Mr. Terry Turpin (Commission Staff)
Mr. Rich McGuire (Commission Staff)
Mr. Eric Tomasi (Commission Staff)
All parties on service list

Document Content(s)

NED Project-Status Letter-April 22.PDF.....1-1



Dr.  Bill Thomas

2016 Age of Disruption Tour

Pittsfield, MA - Tuesday, May 17, 2016

COLONIAL THEATRE
111 SOUTH ST.
PITTSFIELD, MA 01201

PART 1: *Disrupt Dementia*

2:30 - 4:30 pm

Community workshop disrupting stereotypes around dementia and featuring a film premiere by the director of the award-winning documentary *Alive Inside*.

Tickets: \$15

PART 2: *Aging: Life's Most Dangerous Game*

7:00 - 8:30 pm

A Dr. Bill Thomas signature "non-fiction theater" performance featuring an engaging blend of myth, science, original music and storytelling— a joyful, and highly disruptive view of aging. Featuring musical guests Nate Silas Richardson.

Tickets: \$15

“

Awesome, inspiring,
I laughed, I cried,
absolutely fantastic!

”



Dr. Bill Thomas



Nate Silas Richardson

What if everything you know about aging is wrong?

Details & Tickets at drbillthomas.org

BERKSHIRE REGIONAL PLANNING COMMISSION

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CHARLES P. OGDEN, Treasurer

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

MEMORANDUM

TO: Delegates and Alternates, Berkshire Regional Planning Commission
FROM: Nathaniel W. Karns, AICP, Executive Director
DATE: April 7, 2016
RE: **March Technical Assistance Activities**

This report highlights technical assistance provided by the staff of the Berkshire Regional Planning Commission for the month of March 2016. This assistance was provided in response to requests staff received as identified in the Board/Organization column. Responses to requests were supported by local assessment funds or grant funds, if available and permitted by the funding agencies. This report is intended to keep municipal officials informed regarding the uses to which local assessment funds are put and to indicate the types of local and technical assistance that BRPC can provide. If assistance to others may be useful to your community, please feel free to contact us for details.

Town/City/State	Municipal Technical Assistance	Board/Organization
County	Provided HUD Sustainability Plan Consistency Certification for Housing Counseling grant application.	Berkshire County Regional Housing Authority
County	Respond to inquiry regarding climate action sustainability fair being held in May.	Citizen
Gt. Barrington	Provided a neighborhood map.	Assessor
Hinsdale	Provided assistance with a solar photovoltaic zoning bylaw. Also provided a BRPC model and Cheshire as examples.	Planning Board Member
Peru	Provided assistance with warrant article language for special town meeting.	Town Administrator
Pittsfield	Provided a letter of support for a grant application to the Massachusetts Historic Commission.	Community Development Department
Pittsfield	Attended Community Development Board meeting to speak on parking demand for the Intermodal Center related to the Columbus Avenue Parking Garage.	Pittsfield Director of Facilities & Building Maintenance
Sheffield	Provided information on commercial uses.	Alternate