

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

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

**MEETING NOTICE**

A meeting of the Berkshire Regional Planning Commission  
will be held on:

Thursday, November 17, 2016, at 7:00 p.m.

Berkshire Regional Planning Commission Offices  
Pittsfield, Massachusetts

**Meeting Material: All written materials for the meeting are posted on BRPC's website:**  
[www.berkshireplanning.org](http://www.berkshireplanning.org). Click on the calendar date for the meeting and materials available  
will be listed.

**AGENDA**

**I. Opening (7:00-7:05)**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes of September 22, 2016 Meeting

**II. Comments from the Public (7:05—7:10)**

*Members of the public may offer comments regarding topics which are on the agenda or other matters which they wish to bring to the Commission's attention. Comments are limited to no more than three minutes and are to be directed to the Commission.*

**III. Delegates' Issues (7:10-7:20)**

*Delegates and Alternates may bring up any issue not on the agenda.*

**IV. Environmental Review – Hoosac Valley Rail Service/Adams Extension Project  
Environmental Notification Form (7:20-7:40)**

*Track is proposed to be reinstalled for .9 miles from Renfrew Street to Hoosac Street in downtown Adams, allowing the tourist train operated by the Berkshire Scenic Railway Museum to operate between the downtowns of Adams and North Adams, rather than stopping and reversing direction at Renfrew Street along the former Adams branch line from which all track had been removed several decades ago. All of the rail right-of-way is owned by the Commonwealth, primarily by the Department of Conservation & Recreation but some by MassDOT. Under MEPA regulations, as a rail extension, it will require an Environmental Impact Report; MassDOT is requesting that no DEIR be required but this be reviewed with a Single EIR. The southward .6 miles will be a "rail with trail" as the extension of the Ashuwillticook Trail northward is under construction in this segment.*

(over)

**V. Consideration of Letter Regarding Need for Continuing Broadband Improvements Statewide (7:40-8:00)**

*The Regional Issues Committee has also developed a letter to Governor Baker regarding issues with lack of real broadband service in all our communities. While happy that many of our unserved towns are finally proceeding to build-out of fiber to the home solutions, that leaves all other communities at a disadvantage. This will affect the Berkshire's (and entire State's) economic competitiveness in the next few years. A draft letter to Governor Baker was on the September Commission agenda and was held, allowing a redraft utilizing the considerable knowledge of our Lee Delegate, Peter Bluhm. The redrafted letter will be considered by the Commission.*

**VI. Consideration of New Intergovernmental Agreement for Housatonic "Rest of River" Clean-up (8:00-8:20)**

*Included in the Commission packet is a proposed Inter-Government Agreement between BRPC, and the Towns of Great Barrington, Lee, Lenox, Sheffield and Stockbridge for continued involvement in the appeals process for the clean-up of the PCBs from the Housatonic River. Commission approval of the agreement is required in order to the Executive Director to sign it. GE has explicitly stated that it is appealing EPA's requirement that all hazardous waste removed during the clean-up be disposed of at a licensed out-of-state land-fill and wishes to create a hazardous waste landfill in Berkshire County.*

**VII. Consideration of New BRPC Mission, Vision and Values (8:20-8:40)**

*The existing Mission Statement and Goals for BRPC date back to 1993 and the role of the Commission and the environment in which we operate have changed considerably over those 23 years. Over the past several months, with input from staff, a working group of three Executive Committee members and several civic leaders from throughout the Berkshires, and a broader group at the September 5<sup>th</sup> Thursday dinner, a new Mission Statement, Vision and Values have been developed for the Commission's consideration.*

**VIII. Approval of Executive Committee Actions between September 23 and November 17, 2016 (8:40-8:45)**

**IX. Executive Director's Report (8:45-8:50)**

- A. "How to Hold a Perfect Public Hearing" - Citizen Planner Training Collaborative Fall 2016 Workshop for Planning & Zoning Board Members – December 1, 2016, 6-8 p.m., BRPC
- B. Status of District Local Technical Assistance Program
- C. Licensed Contractors Needed for the Sheffield-Great Barrington Housing Rehabilitation Program
- D. Housing Rehabilitation Specialist Solicitation by BRPC
- E. Massachusetts Rail Plan Update
- F. Congratulations to Lee on Successful MassWorks Application to Reconstruct Forest Street
- G. Berkshires Tomorrow and Amazon Smile
- H. Other

**X. Adjournment (8:50)**

Other interested citizens and officials are invited to attend.

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Executive Director

**DRAFT MINUTES OF THE BERKSHIRE REGIONAL PLANNING COMMISSION MEETING**

**Thursday September 22, 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: 7:02 PM**

Chair Kyle Hanlon reminded all per 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 at the meeting.

**B. Introductions/Roll Call**

The following Commission members are present:

Gregory Cherin – Egremont Delegate  
Jack Hickey – Lanesborough Alternate  
Peter Bluhm – Lee Delegate  
Kenn Basler – Monterey Alternate  
Bob Bott – Mt. Washington Delegate  
James Mullen – New Marlborough Delegate  
Kyle Hanlon – North Adams Delegate  
Sheila Irvin – Pittsfield Delegate  
CJ Hoss – Pittsfield Alternate  
Marie Raftery – Stockbridge Alternate  
Sarah Hudson – Tyringham Alternate  
Marilyn Wiley – Washington Delegate  
Roger Bolton – Williamstown Alternate

Staff Present:

Nathaniel Karnis – Executive Director  
Marianne Sniezek – Office Manager

Others Present:

**C. Approval of Minutes of Commission Meeting of May 19, 2016**

Sarah Hudson moved to approve with a correction to members present; seconded by Peter Bluhm. Unanimously approved with 4 abstentions.

**D. Approval of Minutes of Commission Meeting of July 14, 2016**

Roger Bolton moved to approve; seconded by Sheila Irvin. Unanimously approved with 5 abstentions.

**II. Comments from the Public – None**

### **III. Delegate & Alternate Roles & Responsibilities & Overview of Commission Activities**

Nat reviewed BRPC's website. Showing new members how to navigate the website to find important information for their community under Announcements, the calendar, projects, reports and documents.

Nat explained when BRPC was formed in 1966 and our current mission and goals. Nat reviewed BRPC's technical assistance program that is funded by our communities' assessment money. Each community can receive up to 7 hours of technical assistance per request. Nat explained the makeup of the Executive Committee and the other committees and their roles. Nat gave examples of the types of activities under each committee.

Nat stressed BRPC's role as an advocate for the region. Two examples are the Natural Gas pipeline and Broadband. BRPC provides public health nursing and inspectional services for many communities in the region as well as an outsource program where a staff member works in a community one day a week. The town of Adams uses this service for GIS and mapping.

All new Delegates and Alternates were given the Open Meeting Law Guide and the State Ethics Summary of the Conflict of Interest Law for Municipal Employees and Acknowledgement form. New members were asked to complete the forms.

### **IV. Delegates' Issues**

Peter Bluhm from Lee brought up bridge design and the cost. Simplifying the process and reducing the cost was needed. Kenn Basler from Monterey said his town replaced a bridge for \$165K vs MassDOT's estimate of \$1.3 million.

Nat suggested the issue be brought to the attention of the Transportation Advisory Committee (TAC) which is made up of local officials.

Everyone agreed on the following two actions:

- Invite Peter Bluhm and Ken Basler to attend the next TAC meeting. The TAC should create a letter for the Commission to approve to be sent to the Governor about the need to reduce the cost and change the process.
- Jack Hickey suggested a letter to our state representatives and senator to bring the same message to the Governor.

Nat also pointed out the Small Bridge Flyer Workshops provided at tonight's meeting.

### **V. Consideration of Comments Regarding Building and Related Code Trigger Issues**

The Regional Issues Committee has devoted several meetings over the summer to the complex issues involving how various building related code compliance requirements are triggered for building renovations. These involve requirements for water sprinklers, as well as Americans with Disability Act compliance and even seismic code requirements. The Committee was educated by a local designer with considerable experience in these issues and a local building commissioner. A draft letter to the Secretary of Housing and Economic Development is to be considered by the Commission.

Jamie commented this was a well written letter.

Jamie Mullen moved to approve the letter regarding comments regarding Building Related Code Trigger Issues; seconded by Marie Raftery. Unanimously approved.

### **VI. Consideration of Comments Regarding Need for Continuing Broadband Improvements Statewide**

The Regional Issues Committee has developed a letter to Governor Baker regarding issues with lack of real broadband service in all our communities. While happy that many of our unserved towns are finally proceeding to build-out of fiber to the home solutions, that leaves all other communities at a disadvantage. This will affect the Berkshire's (and entire state's) economic competitiveness in the next few years. A draft letter to Governor Baker is in the meeting packet.

Nat gave a power point presentation on Broadband

## Broadband in the Berkshires

### Why is Broadband Important to Us?

- **Millennials** demand constant connection
- **Businesses**, including small home-based ones, need connection
- Quality **education**, especially with smaller schools, will rely more on distance learning
- **Health care**, especially in more rural areas, will rely more on telemedicine
- **Home sales & values** – increasingly, homebuyers list broadband as a requirement
- **Visitors** expect high quality/speed internet access
- Bandwidth **demand expanding five-fold** in next 4 years – video demand

### Definitions

- Broadband – wide bandwidth allowing simultaneous data transmission of multiple signals and traffic types
- Broadband speeds
  - Kbps (kilobits per second) – 1,000 bytes
  - Mbps (megabits per second) - 1,000,000 bytes
  - Gbps (gigabits per second) - 1,000,000,000 bytes
- Download speed – transfer data from a larger system to a smaller one
- Upload speed – transfer data from a smaller system to a larger one
- Asymmetrical system – download faster than upload speed
- Symmetrical system – download & upload are equal speeds

### Various Technologies

- **Current FCC definition:** 25 Mbps download; 3 Mbps upload
- **DSL** (Verizon) - 0.5 to 15 Mbps download; 384 Kbps - 1 Mbps upload
- **Cable TV** (Time Warner/Charter) -15 - 50 Mbps download; 1 - 5 Mbps upload
- **Satellite**
  - (Hughes Net) - 400 Kbps - 2 Mbps download; 256 Kbps average upload
  - (Viasat - Exede) – 12 Mbps download; 3 Mbps upload
- **Wireless** - 50 Kbps – 10 Mbps download; ? – 3? Mbps upload
- **Fiber to the Premises** -1 Gbps download and upload

### Cost of Fiber

- Mass Broadband Institute Middle Mile Network – 1,200 mile network - \$89.7 million  
\$74,750 per mile
- Last Mile Estimates in Unserved Towns
  - Becket – \$3.5 +/- million
  - New Ashford - \$600,000 +/-

### Broadband Exists in the Berkshires!

- BRPC has used existing data sources to map where cable and fiber are already available
- 4 Examples
  - Downtown Pittsfield
  - Lee
  - New Ashford
  - Becket

### Nine Years of Promise (& Frustration)

- Governor Patrick announces Mass Broadband Initiative – February 2007
- 43 un-served municipalities in Western-Central Mass establish “Municipal Light Plants” - Spring 2011 and later
- MBI 123 Construction Launch – July 2011
- 33 towns join Wired West – a municipal light plant cooperative – August 2011
- MBI 123 Middle Mile Fiber Network fully operational – February 2014
- Most Unserved Berkshire Towns approve bond issuances for last mile share – Spring 2015 - \$500,000 to \$3.6 million
- Baker Administration appoints new MBI Leadership Team – May 2016

### Where are We Today?

- New MBI Leadership Team – focus on unserved communities
  - Peter Larkin & Bill Ennen
  - Have already met with 26 towns; 8 to go
  - Expect first visible work in 6-12 towns in fall, 2016

- ▶ Charter cable upgrades in Hinsdale, Lanesborough, & West Stockbridge – by end of 2016?
- ▶ Williamstown issues Request for Information for possible fiber to the home providers – May 2016

Kyle informed everyone we are not approving the letter tonight. Peter Bluhm has offered his expertise to add information to the letter. The letter will be presented to the Commission at a later date for approval.

Peter agreed with the general direction of the letter. Peter stated about 40% of the rural communities in the country do not meet the FCC standards for broadband. Peter suggested the letter be reorganized to state the facts first then lead up to the chart of the county showing Pittsfield having the older service in the county then begin with a policy analysis. An aggressive setting of objectives for high speed broadband both up and down. Uneven access were some communities with dialup or DSL while other have fiber.

Jack Hickey suggested the letter go back to the Regional Issues Committee.

Additional discussion regarding broadband were:

- Pam Kueber from Lenox asked to add a comment to the letter on how does a community access the fiber line.
- The Regional Issues Committee will redraft the letter with Peter Bluhm assistance.
- Send a second shorter letter to the Federal Delegation.
- CJ Hoss suggested educating the communities on broadband and how important broadband is to economic development.
- Jamie Mullen pointed out the impacts on planning. The smallest communities will have the best internet service.

Roger Bolton moved to send back the comment letter regarding the need for Continuing Broadband Improvements Statewide to the Regional Issues Committee to be reworked; seconded by Marie Raftery. Unanimously approved

## **VII. Consideration of Comments Regarding FERC Regulatory Process for Gas Pipelines**

The four Massachusetts and two New Hampshire regional planning agencies which were involved in the Tennessee Gas Pipeline Northeast Energy Direct project issue have drafted a letter to be sent to our U.S. Senators and Congressman requesting changes in the Federal Energy Regulatory Commission process. A copy of the proposed letter is attached for your consideration. Each regional commission is asked to adopt the letter and submit it to their federal delegation. We would also share it with Rensselaer County, with whom we worked closely during this process, and request they take similar action.

Nat explained the reason for the letter is all the regions who worked on this process had concerns over the process and the cost to the communities. Our communities spent over \$82,000; this money spent does not include the time involved.

Jack Hickey moved to endorse the comment letter regarding FERC Regulatory Process for Gas Pipelines as presented; seconded by James Mullen. Unanimously approved.

There was a discussion regarding bullets number 5 and 7.

5. Prohibit FERC from granting eminent domain authority for gas pipelines that will export any gas to foreign countries - pipeline capacity should be fully committed for domestic purposes under "arm's length" contracts.
7. Prohibit FERC from overriding any provision of a State's Constitution such as granting eminent domain authority to take permanently protected open space, particularly open space protected with Federal or State funding provided by taxpayers.

After the discuss two amended motions were made.

Peter Bluhm moved to amend the sentence under bullet number 7 by deleting remainder of the sentence after the words "open space" and adding "constitutionally" in between the words "permanently" and "protected"; seconded by Roger Bolton. Unanimously approved.

Roger Bolton moved to strike bullet 5; seconded by Peter Bluhm. Approved with 1 opposed.

**VIII. Approval of Executive Committee Actions between July 14 and September 22, 2016**

James Mullen moved to approve all Executive Committee actions between July 14 and September 22, 2016; seconded by Marie Raftery. Unanimously approved.

**IX. Executive Director's Report**

- A. Public Meetings for More Efficient BRTA Bus Service – Thursday, September 22<sup>nd</sup> and Friday, September 23<sup>rd</sup>**
- B. Attorney General's Municipal Law Unit Training on the By-law Adoption, Submission, and Review Process – Tuesday, October 18<sup>th</sup>, Blandford Town Hall**
- C. Status of District Local Technical Assistance Program for 2017**

Nat informed all that the District Local Technical Assistance money is at jeopardy. Ninety percent of the communities' technical assistance will go away if DLTA is not funded. The Governor could cut the money with "9C" authority. After the September state revenue is reviewed the final decision will be made. Nat urged all to communicate strongly to the Governor, the Lieutenant Governor and the Secretary of Administration & Finance, Kristen Lepore. Members asked for a list of projects done under DLTA funding in the last year or two.

**D. Opening of Fiscal Year 2017 Community Compact Programs Announcement**

BRPC provided all with an information packet on three Community Compact Municipal Grant programs. There are eight communities that did not sign up for Community Compacts. An example of a community who signed up last year is Mt. Washington who is currently receiving IT assistance.

- E. Berkshire Public Health Alliance Flu Vaccination Clinics**
- F. BRPC Annual Dinner – Thursday, October 20<sup>th</sup>, 5:30 p.m., Pittsfield Country Club**
- G. Other – none**

**XII. Adjournment**

James Mullen made a motion to adjourn; seconded by Marie Raftery. Unanimously approved. Adjourned at 9:10 pm.

Materials distributed or presented during this meeting:

Meeting Agenda  
Draft Meeting Minutes  
Approval of Executive Committee Actions Memo  
Executive Director's Report  
Draft Letter Building and Related Code Trigger Issues  
Draft Letter Need for Continuing Broadband Improvements Statewide  
Draft Letter FERC Regulatory Process for Gas Pipelines  
Comment Letter Re: Solar Photovoltaic System Project EEA# 15551 Hinsdale  
Public Meeting for More Efficient BRTA Bus Service  
AG's Municipal Law Unit – free educational course on submitting town by-laws  
Year 2 of the Community Compact Cabinet Announcement  
The Berkshire Public Health Alliance Flu Vaccination Clinics  
Broadband in the Berkshires PowerPoint  
Broadband Availability Map  
FY17 Community Compact Cabinet Programs – Information packet  
BayState Roads Small Bridge Program Classes  
Open Meeting Law Guide  
State Ethics Summary of the Conflict of Interest Law for Municipal Employees and Acknowledgement

The Honorable Charlie Baker

RE: Need for Continuing Broadband Improvements Statewide

Dear Governor Baker:

The Berkshire Regional Planning Commission (BRPC) applauds your efforts to finally get significant improvements in broadband in the 44 towns across western and north-central Massachusetts who currently do not have any broadband service. We believe that the approach underway to achieve some significant level of broadband service in these towns, based on a town-by-town approach and partnership, is finally breaking the gridlock that had plagued this effort for the past several years.

For twenty years, the BRPC has been heavily involved in the efforts to improve broadband affordability and availability in this region. During that period, we have gained a considerable amount of knowledge about what is needed and what is working and not working in this region. Based on that knowledge, we have some concerns about where our communities, residents and businesses will be after the current effort to get the 44 un-served towns hooked up is concluded. As a region that has struggled economically for forty-five years, and is increasingly reliant on entrepreneurs and sole-proprietors, who are often home-based and can be located anywhere, having full, future proof broadband available across the region is critical to our economic rebuilding and sustainability.

While the current MBI effort is a significant step towards the goal of future-proof broadband availability, it will leave the real challenges in front of most of the Commonwealth unaddressed. This will be particularly true outside the non-Boston areas of the state, including all of Berkshire County, with the ironic exception of our most rural towns. We believe the following areas need to be vigorously pursued at the State level, since Federal action seems far into the future, if at all possible.

### **Broadband Speed Standard**

The State should establish a broadband speed standard which exceeds the current FCC standard of 25 Mbps download and 3 Mbps upload. Broadband speed demands have increased greatly in a handful of years and knowledgeable projections are they will continue to increase exponentially. The current FCC speed standard already does not meet the needs of many users, even at the household level but certainly for those portions of the much-desired creative economy and entrepreneurs who operate in the digital realm, such as film and music writers, producers and editors. When building capital facilities for the long-term, one must have a vision of future needs and that leads to the firm conclusion that as a Commonwealth, we should aim to have a long-term heavily fiber-based system that is capable of achieving Gigabit per second speeds. International competitiveness, not to mention in-USA competitiveness, will require this within a few years. Kansas City, for instance, has one Gbps fixed service.

We recommend that the Commonwealth of Massachusetts encourage only the creation of broadband facilities that meet or exceed the 25 Mbps standard (preferably at least a 100 Mbps symmetrical

standard). Adequate and reliable broadband is essential for economic development, as well for education and health care. The Internet itself has created this demand, which includes professionals working from home offices as well as remote small businesses that offer on-line purchasing. Good broadband speeds are also essential for modern family living. As the City of Boston recently told the FCC during its Inquiry in its GN Docket No. 15-191, 2016 Broadband Progress Report,

Parents finishing up after dinner work assignments, students on-line for homework, social networking, or entertainment all share network capacity with home security services, VoIP conversations, and smart phones riding Wi-Fi.

### **Modes of Delivering Broadband**

As you are well aware, much of the Berkshires, and other rural areas of the Commonwealth do not have any broadband, under the current FCC standard of 25 Mbps down/3 Mbps up, available. Copper-based DSL and dial-up service through Verizon are the only modes available in those unserved towns and these do not meet standards. The current effort through MBI is intended to solve that problem for the communities which choose to do so. Hopefully you are also aware that there are not insignificant portions of communities with cable-based systems that still are reliant on DSL. The FCC reports on broadband availability claim significantly more broadband availability than there is in reality as it is based on an assumption that if one residence in a Census Block has even DSL, the entire Census Block is served, overstating the availability of both DSL generally and higher speed DSL in particular which is not true.

Cable TV systems also use copper wires, but these coaxial wires have much higher capacities than does the Verizon system. The FCC currently reports that Time Warner provides 30 Mbps service in much of the county, delivered over copper wires. Cable buildouts can be affected by local franchise agreements, but the general rule is that cable companies typically build facilities only to the more densely populated neighborhoods within their franchise areas. There are fairly sizeable portions of communities served by cable that are entirely reliant on DSL service through Verizon and thus, in fact, do not have broadband (in the Berkshires, including Pittsfield and North Adams). Due to the fact that cable is also largely a deregulated service means that the public cannot be certain that their cable broadband service will remain up to date.

Wireless networks also provide broadband, but they have major limitations. Of primary importance is coverage. Wireless companies have consistently underestimated the difficulties of serving hilly forested areas. Even for basic voice, cellular signal quality today is poor or nonexistent across much of western Massachusetts. You can travel for miles on numbered state highways in the Berkshires and not have any cell signal. This situation persists despite longstanding FCC requirements that the cellular companies must provide nearly universal voice coverage. The spottiness of basic cellular service in rural area remains a public safety problem, and it shows that commercial wireless networks cannot be relied upon to provide the kind of robust broadband needed as a strategic economic development tool.

Wireless speed is another issue. Wireless is unlikely to provide ubiquitous broadband at the speeds we will need in the future and which some users already need. No commercial wireless provider in the Berkshires currently provides residential service that meets the FCC's 25 Mbps speed standard for fixed broadband. Promises about future speeds have historically come from large providers that (perhaps understandably in a competitive industry) have overpromised on their own future. Current promises that "5G" cellular broadband will meet our long-term broadband needs seem equally illusory.

Reliability is a third problem for wireless. Wireless service is heavily degraded by severe weather conditions and in some cases by forest cover. In the recent past, several wireless solutions have been tried in the Berkshires for relatively small areas, and they have all failed even in those limited applications due to the abundance of hills, foliage and rocks. While wireless may be a sensible solution on the plains of Indiana, it does not seem to work well here. We currently see no evidence that technology is emerging that will soon overcome these deficiencies, although we recognize that in certain low density situations, wireless broadband may be far less costly than fiber-to-the-home (FTTH).

Wireless networks also currently impose large fees on heavy data users, although that may be changing. Verizon Wireless's current standard data plan is 3 Gigabytes per month. You could fully exhaust that plan by watching a two-hour HD movie every month.

Fourth, some customers get broadband from satellites. But this service is also problematic, and many satellite customers have found the service to have many weaknesses. First, satellite service is unreliable during inclement weather. Second, it suffers from a long data "lag time" due to the great distance that the signals must travel between the customer and the very high geostationary satellites that are used. Finally, current satellite broadband offerings do not meet the current 25 Mbps speed standard, although this could change quickly.

Fiber-to-the home is the best long-term answer to broadband needs in the Berkshires and across the Commonwealth. FTTH has virtually unlimited capacity. For example, the FCC noted that Comcast has an all-fiber offering, at 2 Gigabits and Verizon has begun testing a "next-generation" system on its all-fiber network that delivers 10 Gbps, which is 400 times the 25 Mbps standard." Fiber has so much capacity that FTTH systems typically share a single data stream among as many as 16 individual customers, and the system uses software and encryption to keep each customer out of her neighbors' data. The issue with obtaining FTTH services through the major providers such as Verizon, Comcast, or Charter is not one of "can they?" but "will they?" It is our firm belief that for most of the entire Commonwealth, and all of Berkshire County, the answer is "They will not," purely as a matter of private sector return on investment decisions under the current regulatory environment.

### **Current and Future Berkshire County Broadband Speeds**

The availability of ubiquitous quality broadband across Berkshire County is critical to our economic sustainability. The county has struggled economically for forty-five years, and we increasingly rely on entrepreneurs and sole-proprietors who often work from home. Also, we increasingly rely in broadband to support quality education and medical services.

Fixed broadband deployment patterns in Berkshire County are somewhat jumbled. There are three general conditions:

- 1) In the more populated towns and cities, running from Sheffield through the core of the County, including Pittsfield, to North Adams and Williamstown, the best fixed broadband service is cable TV service, although this is not available universally even in those communities. Charter's recent upgrade of antiquated TV-only systems in 3 towns is welcomed as a vast improvement over the best alternative, which is Verizon DSL. We also note that the FCC recently directed Charter to provide 60 Mbps speed upgrades to at least two million additional mass market customers nationwide (FCC 16-59, May 10, 2016), and this might improve broadband speeds in Berkshire County, although that is not certain.

- 2) For some residents the best fixed broadband will be DSL provided by Verizon. For some customers, this service offers speeds of 15 Mbps. But actual service in some of these Verizon areas is much slower. In some Verizon areas DSL is not available at all.
- 3) Some residents have access only to satellite broadband. These are towns and cities reported by the FCC to have cable TV-based service, and areas that have telephone service but no DSL service.

The current situation is summarized by Map 1 which is attached. Yellow areas on the map are communities which generally meet or exceed the FCC's current 25/3 standard. The map shows that only about half of Berkshire communities meet the 25 Mbps standard: generally those along Route 7 and the northern portion of Route 8. The underlying FCC data reveal that these communities have only one broadband option that meets the standard, Time Warner (now Charter) cable.

In a few years, with the success of the current effort to get broadband into the unserved communities, we will see an ironic outcome that the most very rural towns will have the best broadband connectivity, which will probably be future-proof, while the economic hearts of the region, such as Pittsfield, North Adams, and Great Barrington, will be left behind, being served only with older cable TV-based systems. Given the extremely passive state and federal regulatory schemes for cable TV, future upgrades to these areas are uncertain. This will happen all across western and much of northern Massachusetts. We hope you are aware that this situation will make it harder for Gateway Cities and other former mill town communities to succeed and our entire regional economy will continue to decline. We cannot predict exactly which communities will ultimately approve local broadband initiatives, but several have already made commitments and many more seem likely to construct these far superior fiber-based facilities. Our best estimate is shown on Map 2, also attached. A robust effort to bring all communities in Massachusetts up to a high broadband standard is needed.

We do have a concern with communities with limited technological expertise making decisions to invest in wireless-only networks which they will be paying for over a period of years but which do not appear to be adequate with current technology given local conditions to provide even current FCC-compliant broadband service. We believe any service provider who seeks to provide broadband through wireless service using local, state or federal funds should provide an irrevocable "money-back" guarantee that their service will perform to current and future FCC speed and reliability standards and will continue to be able to do so.

Poor communities have an especially difficult problem. The current state approach to broadband relies on local control. Each of the cities and towns in Berkshire County can determine its own future. But this is a mixed blessing because it invites some areas to become "have-nots," especially communities with a weak financial base. The effects could a further increase in the digital divide. Our three largest communities have significant low income populations and are amongst the lowest 5% of the Commonwealth's communities in income. All three expect to reach their absolute tax levy ceilings by FY 2019, meaning they will not be able to spend or borrow after that year. Because the majority of our regional economy depends on these centers of activity, the likely scenario for broadband development suggests they may continue to decline, and with them much, if not all, of the Berkshires. Other towns, primarily in lower income communities in northern Berkshire, will face that same problem a few years thereafter. If the Commonwealth cannot overcome this fiscal barrier, these communities' economic and population declines will only accelerate as they become fall farther and farther behind.

## **The State's Broadband Goals**

The Commonwealth should be headed toward ensuring faster broadband speeds to all of its residents. BRPC recommends adopting a rigorous speed standard for all urban and rural areas within the Commonwealth. A robust effort to bring all communities up to a high broadband standard is needed. Such a goal and program will have economic development benefits, health benefits, educational benefits, and homeland security benefits.

BRPC recommends that the State adopt a standard above the current FCC standard of 25 Mbps downstream and 3 Mbps upstream. We recommend 100 Mbps downstream, at a minimum, and we would encourage that upload speeds also be available at a much higher rate than the current FCC standard. Unfortunately, we do not see any evidence that the Commonwealth has established or even contemplated any such rigorous broadband standard. Without a world-class level of telecommunications throughout the state, entire regions and sectors of the Massachusetts economy will fall behind.

## **Deployment Goals and Mechanisms**

BRPC strongly supports current efforts by the Administration to develop new financing mechanisms that would allow communities to borrow for telecommunications infrastructure which they own. The Municipal Light Plant model allows this already but may not be well understood or unacceptable in some communities. We also strongly support efforts to encourage collaborative approaches to operating and maintaining the municipally owned broadband systems. As you are well aware, many communities have almost no staff. Acquiring telecommunications assets, whether fiber or wireless, would be a relatively new and complex undertaking possibly beyond their capacity.

## **State Regulation of Broadband**

Basic telecommunications services historically have been provided through monopolies like Verizon. These services were monopolies and were heavily regulated. A cornerstone obligation of these traditional carriers arose both from English common law and historical state regulatory policy. The "carrier of last resort" obligation has four core elements:

- To serve all customers within a specified territory, including extending facilities where necessary to provide service.
- To withdraw service only with the specific agreement of the state commission.
- To charge just and reasonable prices.
- To employ adequate care, adequate skill, and honesty.

While the traditional regulatory environment had many drawbacks, it did deliver ubiquitous telephone service in rural areas throughout Berkshire County. It took many years, but eventually, everyone got phone service.

During the last 20 years as the Internet has come into being, policymakers have reduced the regulation of telecommunications service. Massachusetts has deregulated all services that use the Internet Protocol, including the Internet version of voice service (called "VoIP" service) and therefore broadband data service more generally (M.G.L. Ch. 25C § 6A). Charter, like other cable TV companies, is also largely

unregulated at the state level. We have serious doubt that Charter in the future would be willing to upgrade its current hybrid fiber coax systems to ubiquitous FTTH facilities.

State and federal policy now relies primarily on competition to deliver adequate and ubiquitous services. But two decades into this policy experiment, competition has not delivered what was promised, either in Massachusetts or elsewhere. While competition in urban areas is intense, the rural story is grim. In many parts of Berkshire County, the cable TV company offers the only broadband service that meets the 25 Mbps standard. Charter accordingly has a great deal of market power over broadband service. Nationally, the average rural customer today, even if she has broadband, has only one meaningful choice. Where there is no competition, there is little incentive to innovate or provide quality service.

Likewise the FCC, which the 1996 Congress charged with ensuring universal service, has acknowledged that it has failed to provide quality broadband everywhere. Indeed, the FCC has not even taken the basic step of declaring broadband to be one of the services which, in an evolving market, should be universally provided. Even the FCC has admitted there is “still more work to do” and that advances in broadband deployment “are not occurring broadly enough or quickly enough.”

BRPC encourages the Commonwealth to recognize that competition in telecommunications has achieved only limited benefits and the state must step in if we are to have a path toward universal quality broadband within a reasonable time frame. This means imposing appropriate regulation on broadband facility providers.

We want to emphasize this does not mean we support “regulating the Internet” or regulating Internet traffic. An important conceptual distinction exists between: a) the data and services that travel over the broadband network (which should be minimally regulated) and b) the facilities that make that service possible.

The classical economic factors that applied to telephones facilities remain largely unchanged. Fixed broadband, like traditional voice service, is still provided by stringing cables over poles or by buried or underground cables. The economics of providing service in rural areas has not changed just because those wires today carry digital rather than analog voltages or because some of the signals on those wires utilize a particular protocol. Rural customers still need service at their locations, and because they are served by long wires or cables, that service is costly. Also, that service still should be delivered with “adequate care, adequate skill, and honesty.”

### **The Allowable State Role**

Broadband providers in the past have used federal law as a shield against state regulation. For many years, for example, the FCC treated broadband service as an “information service.” As a result the FCC was unable to impose even rudimentary forms of regulation. For example, a very basic protection was overturned that would have prevented broadband providers from willfully blocking their customers’ Internet content. In 2015, the FCC changed its basic legal theory and concluded that broadband delivery is a “telecommunications service.” the result was to potentially subject broadband service to the same set of federal statutes (“Title II”) as traditional voice service. The FCC imposed a set of new regulations on broadband providers, such as prohibiting the blocking of lawful content. That decision was upheld on appeal.

This leaves states with somewhat uncertain authority. Although broadband is certainly a telecommunications service, states cannot regulate its interstate aspects. Nevertheless, BRPC believes that state action is still possible regarding many aspects of the facilities that provide those services, particularly last mile cables and fibers. Within the allowable scope allowed by federal law, BRPC recommends that the Commonwealth should allow the Department of Telecommunications and Cable (DTC) to impose reasonable regulations on broadband providers. This should include ensuring that fixed broadband providers:

1. Have reasonable build-out responsibilities and are not left to decide purely on economic grounds which areas will get service,
2. Install and maintain reliable facilities that meet minimum performance standards under routine conditions, under common storm conditions, and under specified homeland security stress conditions.
3. Adequately support emergency services, including homeland security programs.
4. Actually provide the services that they claim to offer, including advertised broadband speeds,
5. Provide truthful bills,
6. Provide adequate customer service, and
7. Respond in a timely way to consumer complaints brought to the DTC.

### **Pole Attachments**

A key impediment to building fiber solutions in our communities has been the pole attachment process. Unreasonable financial costs and time delays created by Verizon and the electric utilities have delayed municipal fiber programs and made them more costly. It apparently costs Verizon nothing to stall a pole attachment request for 180 days. This is particularly ironic since it was Verizon's year of neglect of its own network that has been the proximate cause for municipal fiber networks.

There are multiple issues with pole attachments, and they affect much more than just the ability to string new fiber. Either through regulation or legislation, the state should ensure that the following reforms are enacted for the pole attachment process:

- Charges for pole attachments should be reasonable.
- Utilities should not be allowed to charge for pole replacement when the existing pole is substandard or fully depreciated.
- New poles installed by electric and telephone companies should reserve space for at least one additional fiber attacher.
- Utilities should be required to perform pole make-ready work in a timely fashion, with a financial penalty for not doing so. Such financial penalties should not be passed along to rate-payers. Absent a timely response, there should be a provision for other users to hire qualified contractors to make poles ready without having to rely on the utilities to provide this service at a cost and timeline which they establish.
- Where a municipality wants to install municipally owned fiber, allow the municipality to acquire title to the poles it needs at the utility's depreciated cost. This approach is similar to that previously used for streetlights here in Massachusetts. It is also our understanding that Connecticut uses this approach. Municipal pole ownership would also solve the double-pole problem, which seems to be prevalent in eastern Massachusetts. Municipal pole ownership would also reduce the costs of roadway construction projects which often get held up and incur

significant additional costs due to utility delays and the costs of moving poles located in street rights-of-way.

## Conclusion

Again, we appreciate your Administration's attention to the problem of broadband access. Getting some level of broadband service in the unserved communities is long past-due. However, we think it is critical that you be forward thinking about the need for true broadband capable of 100 Mbps or greater speeds up and down across the Commonwealth. This task is like rural electrification in the 1930's. True broadband should now be considered an essential service for economic development and to provide education, health and public safety across the Commonwealth.

We know broadband raises affordability concerns for our municipalities and for the Commonwealth. However, this investment is one that has to be made, on a grand scale, or we are at significant risk of having a telecommunications system that is inferior to those already operating in some third world countries. In that situation, our economy and our population will both suffer. However, if we make this an opportunity by aggressively building out fiber solutions across the Commonwealth, we will be able to use this as a strategic economic development advantage.

Sincerely,

Nathaniel W. Karns, AICP  
Executive Director

Cc: Mr. Peter Larkin, Chair, Massachusetts Broadband Institute  
Mr. Frederick Keator, Massachusetts Broadband Institute Board, Lenox  
The Honorable Karyn Polito, Lieutenant Governor  
The Honorable Maura Healey, Attorney General  
The Honorable Benjamin Downing, State Senator, Co-Chair Joint Committee on  
Telecommunications, Utilities and Energy  
The Honorable Gailann Cariddi, State Representative, 1<sup>st</sup> Berkshire  
The Honorable Paul Mark, State Representative, 2<sup>nd</sup> Berkshire  
The Honorable Tricia Farley-Bouvier, State Representative, 3<sup>rd</sup> Berkshire  
The Honorable Smitty Pignatelli, State Representative, 4<sup>th</sup> Berkshire  
The Honorable Thomas A. Golden, Jr. State Representative, Co-Chair Joint Committee on  
Telecommunications, Utilities and Energy  
Mr. Geoffrey Beckwith, Executive Director, Massachusetts Municipal Association  
Mr. Timothy Brennan, President, Massachusetts Association of Regional Planning Agencies  
Mr. Jonathan Butler, President & CEO, 1Berkshire  
Ms. Sandra J. Carroll, Chief Executive Officer, Berkshire Board of Realtors

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

**MEMORANDUM**

**TO:** Delegates & Alternates, Berkshire Regional Planning Commission  
**FROM:** Nathaniel W. Karns, AICP, Executive Director  
**DATE:** November 5, 2016  
**SUBJ:** Consideration of New BRPC Mission, Vision and Values

We have been working through developing an updated BRPC Mission Statement over the past several months and feel that we are at a point for the Commission to reach some conclusion. Our existing Mission Statement and Goals document was developed in 1993 and has served the Commission very well for those 23 years. However, circumstances have changed, as has the Commission, over that time and the Executive Committee and staff felt that it was a good time to go through a review and update process. This is not intended to be a full Strategic Plan; that should be done in the next couple of years.

The process used to develop the new versions was to engage in a general discussion with the Executive Committee, and then more focused discussion with the staff management team. We then convened a small working group consisting of the Chair, Vice Chair, and Commission Development Committee Chair and several civic leaders from the region: Ellen Kennedy, President of BCC; Kris Hazzard, President and CEO of Berkshire United Way; Chris Ketchen, Lenox Town Manager; Jim Huebner, Chair of the Berkshire County Public Health Alliance; and Tad Ames, President of Berkshire Natural Resources Council. They met several times and dramatically helped reshape the effort in a very positive direction. We then used the September 5<sup>th</sup> Thursday Dinner, with 21 non-staff, 9 staff, and a facilitator, Al Bashevkin, retired Executive Director of the Northern Berkshire Community Coalition, participating to further refine the draft and gain more input. Subsequently, at its October 6<sup>th</sup> meeting, the Executive Committee saw the resulting October 5<sup>th</sup> draft. A couple of Executive Committee members then provided some significant input, which is reflected in the November 3<sup>rd</sup> versions of the Mission, Vision and Goals.

Attached are, on one page each, two versions of Mission, Vision and Values (October 5<sup>th</sup> and November 3<sup>rd</sup>). It would be most useful, in wrapping this up expeditiously, for the Commission to take each page in order and make a final decision about what the Commission's Mission, Vision and Values will be. I would urge that "wordsmithing" not be done, unless there is a very obvious problem. Making choices based primarily on your immediate reaction to the tone and statement made would be valuable at this point. Most, if not all, the actual intent of both versions is identical; it's really a choice over tone and clarity to you.

If we can, it would be nice to reach closure on this at your November meeting. If necessary, we can delay final action to your next meeting, scheduled for January 19<sup>th</sup>.

Attachment: BRPC new Mission Statement, Vision, Values

## **BRPC new MISSION STATEMENT**

### **November 3, 2016 Version**

Berkshire Regional Planning Commission provides leadership and assistance to the County's municipalities, organizations and citizens in achieving County-wide prosperity, opportunities, quality of life, strength and vibrancy.

### **October 3, 2016 Version**

The Berkshire Regional Planning Commission challenges, guides and supports the Berkshire community in meeting the needs of our citizens and promoting prosperity and quality of life, making the Berkshires stronger and more vibrant.

### **1993 Mission Statement**

We, the Berkshire Regional Planning Commission, shall serve the cities and towns of Berkshire County and their common good.

We shall provide technical assistance, maintain a forum for the discussion of regional issues and deliver regional planning services.

We commit to promote a balance between economic development and resource preservation.

We commit to foster the enhancement of this region's human, natural and manmade resources, without prejudice.

## **BRPC's VISION**

### **November 3, 2016 Version**

Berkshire Regional Planning Commission, as an indispensable source of support and leadership to municipalities, organizations and citizens, effects positive change through its collaborative efforts to achieve Sustainable Berkshires principles and a high quality of life for County residents, including greater economic growth, sustainable resource management, environmental, social and economic equity and effective governmental and educational services. BRPC is recognized as the primary:

- Source of trusted, reliable Berkshire County data and analysis.
- Provider of technical assistance to Berkshire County municipalities and organizations.
- Convener of interests seeking to seize opportunities for and confront challenges to the Berkshires.
- Advocate on behalf of the collective interests of Berkshire County.

### **October 5, 2016 Version**

In 2025, the Berkshire Regional Planning Commission is an indispensable source of support and technical leadership for communities effecting positive change in the areas of economic growth, population stability, environmental quality, public health, governmental and educational services and societal cohesion, all of which support quality of life and a Sustainable Berkshires. We are:

- The primary source of reliable, official data for the Berkshires and trusted for our analysis of that data.
- The primary provider of technical assistance to Berkshire municipalities and organizations in order to provide the highest quality public services effectively and efficiently.
- A primary convener of interests to seize opportunities and confront challenges for the Berkshires.
- A primary voice to advocate on behalf of the collective interests of the Berkshire community.

## **BRPC's VALUES**

### **November 3, 2016 Version**

- Enhance the Berkshire's human, environmental and developed resources.
- The highest quality information and analysis is the basis for our work.
- Actively seek, engage and respect varying voices to ensure all viewpoints are considered prior to reaching decisions or providing guidance.
- Engage diverse people, organizations and interests within and outside Berkshire County who can affect change affecting the region.
- Balance among sometimes competing public interests.
- Nurture and rely upon partnerships and collaborations to provide optimal outcomes.
- Responsive and open to change and innovation.
- Respect the contributions of staff, community members, and organizations.
- Act with integrity and the highest ethical standards.

### **October 5, 2016 Version**

- We work to enhance the Berkshire's human, natural and developed resources.
- We provide highest quality information and analysis as the basis for all work we do.
- We actively invite and welcome varying voices to ensure all viewpoints are considered to reach the broadest possible consensus.
- We engage with a broad range of people and interests within and outside the region who can affect change that impacts the region.
- We promote a balance among sometimes competing public interests.
- We rely on partnerships and collaborations to provide optimal outcomes.
- We ensure that BRPC is responsive and open to change and innovation.
- We respect the contributions of all people who make us a positive force for the Berkshires.
- We act with integrity and the highest ethical standards.

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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:** November 4, 2016  
**SUBJ:** Approval of Executive Committee Actions

In accordance with the bylaws, all actions taken by the Executive Committee on the Commission's behalf must be endorsed at the next Commission meeting.

**The Executive Committee took the following actions at its September 6, 2016 meeting:**

- **Approved the Executive Director on behalf of the Commission to Submit Grant Application to U.S. Environmental Protection Agency for Brownfields Assessment Funding**

Approval was requested from the Executive Committee to authorize the Executive Director to submit a grant application to the U.S. Environmental Protection Agency for Brownfields Assessment funding in the upcoming grant round and to approve any resulting contracts and agreements. As you may recall, we have spent all our past funding for assessments. We have a fairly lengthy list of both hazardous and petroleum sites which need assessments conducted. There is no local match required but we will have to find funding to cover the unreimbursed overhead costs.

**The Executive Committee took the following actions at its November 3, 2016 meeting:**

- **Approved the Executive Director on behalf of the Commission to Submit Grant Application(s) to Efficiency and Regionalization Grant Program**

Approval was requested from the Executive Committee to authorize the Executive Director to submit one or more grant applications to the new Efficiency and Regionalization Grant Program from the Executive Office for Administration & Finance. There are several possible topics for which we may apply, including regional economic development planning, public health, and regional stormwater permitting. A final decision has not been made on any of these. There is no match requirement.

- **Approved the Executive Director on behalf of the Commission to Submit Grant Application to Berkshire Taconic Community Foundation Central Berkshire Fund**

Approval was requested from the Executive Committee to authorize, after-the-fact, a grant application to the Berkshire Taconic Community Foundation Central Berkshire Fund to sponsor the Yoga and Mindfulness for Recovery class in the central Berkshire Region. Yoga and Mindfulness for Recovery is a community-based program to support people in all stages of recovery from addiction. This program was offered last spring in Pittsfield, and was extremely successful (waiting list, high evaluations, requests for additional classes). There is no match requirement.

- **Approved the Executive Director on behalf of the Commission to Submit Grant Application to Berkshire Taconic Community Foundation Barrett Fund for Adams, Cheshire and Savoy**

Approval was requested from the Executive Committee to authorize, after-the-fact, a grant application to the Berkshire Taconic Community Foundation Barrett Fund for Adams, Cheshire and Savoy to expand a pilot program currently underway in North Adams to Adams and Cheshire that engages individuals post-overdose to direct them to treatment and prevention resources in the community. This is a partnership between the ambulance services, hospital, Brien Center and other service providers. Through BOAPC we would facilitate the expansion. There is no match requirement.

- **Approved the Executive Director on behalf of the Commission to Submit Grant Proposal to the Department of Public Health for Hepatitis C Planning**

The Bureau of Infectious Disease at the Department of Public Health has invited us to present them with a proposal to counter the sky high rates of Hepatitis C in the county. Because there is no obvious choice of a provider to work with, we are asking for a planning grant to allow us to assess the situation in the county, build partnerships, educate providers (most are not following state mandated guidelines on testing) and the public (most of whom are not aware if they are at risk) and to identify a provider(s) for the provision of testing and confirmatory testing for those at high risk, and assistance in facilitating getting those who need it into treatment. Currently many individuals undergo only the first round of testing and are then lost to follow up due to long waits for primary care appointments. There is no match requirement.

- **Approved Modification to Personnel Pay Plan to Add New Employee Classification**

Approval of a modification to the Personnel Pay Plan to add a new employee classification was requested. We have found a need to create a new level of hourly position to provide direct program support to the Community Development Block Grant program. This would be a strong administrative support position, allowing the Program Manager to spend more time on higher level activities and having a direct support staff person to carry out more of the myriad detailed administrative work required by CDBG. We are still working on the exact title and the pay scale that is appropriate and will send that to you prior to Thursday's meeting, along with a draft position description. We expect the pay will be somewhere between the Office Assistant and the Associate Planner levels. This will, at least at the outset, be a part-time (less than 20 hours per week) unbenefited (with the exception of required sick leave) position. We do anticipate that particularly in the public health arena we may in the future need at least one more similar position.

- **Approved the Executive Director on behalf of the Commission to Accept Grant from the Department of Elementary & Secondary Education for \$150,000 to Support the Berkshire County Education Task Force**

Approval was requested from the Executive Committee for the Executive Director to accept funds and sign all necessary agreements from the Department of Elementary & Secondary Education to support the work of the Berkshire County Education Task Force. The funds are earmarked in the FY 2017 State Budget for this purpose. Most of the funding will be used to contract with a qualified consultant who will perform considerable work with the Task Force involving modeling of various approaches to deal with the declining student populations across the region.

Attachment: Personnel Pay Plan for FY 2017 – approved 11/3/2016

Updated 12/8/2014 with Hourly rates

Revised 7/1/2016-6/30/2017

Note: Exec Director revised rate Dec 4, 2014

**PERSONNEL PAY PLAN**

**Berkshire Regional Planning Commission  
FY17**

**Final 9.1.2016 Effective  
12.1.2016**  
APPROVED by Executive  
Committee

					Cost of Living: 0.65%			March 2016 The Bureau of Labor Statistics Northeast Urban Cost of Living Index decreased by 0.65% over the preceding year.
SALARY	(Approved)	2016	2016	2016	2017	2017	2017	
Position	Qualifications	Starting Salary	Mid-Range	Maximum Salary	Starting Salary	Mid-Range	Maximum Salary	
Executive Director	MA/MS + 5 years = 11 years	As established by the Commission	As established by the Commission	\$ 115,588.00	As established by the Commission	As established by the Commission	\$116,339	
Assistant Director	MA/MS + 5 years = 11 years	\$77,114	\$87,196	\$97,278	\$77,616	\$87,763	\$97,910	
Transportation Program Manager	MA/MS + 5 years = 11 years	\$70,104	\$79,269	\$88,435	\$70,560	\$79,785	\$89,009	
GIS, Data & IT Manager	MA/MS + 4 yrs = 10 years	\$56,606	\$67,670	\$78,735	\$56,974	\$68,110	\$79,246	
Community Development Program Manager	MA/MS + 4 yrs = 10 years	\$56,606	\$67,670	\$78,735	\$56,974	\$68,110	\$79,247	
Public Health Program Manager	MA/MS + 5 years = 11 years	\$56,606	\$67,670	\$78,735	\$56,974	\$68,110	\$79,247	
Senior Planner - Transportation	MA/MS + 2 yrs = 8 years	\$52,657	\$63,936	\$75,215	\$52,999	\$64,352	\$75,704	
Senior Planner	MA/MS + 2 yrs = 8 years	\$52,657	\$63,936	\$75,215	\$52,999	\$64,352	\$75,704	
Planner - Transportation	MS = 6 years	\$45,590	\$52,380	\$59,170	\$47,476	\$52,721	\$59,555	
Planner	MA/MS = 6 years	\$45,590	\$52,380	\$59,170	\$47,476	\$52,721	\$59,555	
Office Manager	BA/BS + 6 years = 10 years	\$56,606	\$67,670	\$78,735	\$56,974	\$68,110	\$79,246	
<b>HOURLY RATES</b> (Approved 6/4/2015)								
Associate Planner	BA/BS = 4 years	\$37,820	\$41,860	\$45,790	\$20.92	\$23.15	\$25.32	
Program Associate (p/t)	AA = 2 years				\$16.57	\$19.07	\$21.54	
Finance Administrator	BA/BS + 2 years = 6 years	\$25.05	\$28.78	\$32.51	\$25.21	\$28.97	\$32.72	
Office Assistant (p/t)	AA = 2 years	\$12.14	\$14.89	\$17.64	\$12.22	\$14.99	\$17.75	
Intern	Undergrad Student	\$11.78			\$11.86			
Intern	BA/BS/in 1 <sup>st</sup> yr of Grad School	\$12.81			\$12.89			
Intern	2 <sup>nd</sup> yr of Grad Sch/MA/MS	\$13.32			\$13.41			
<b>OFFSITE - HOURLY</b> (Aug Exec mtg to approve)								
Public Health Program Manager (offsite)	MA/MS + 5 years = 11 years	\$36.68	\$37.53	\$44.69	No longer doing			
Senior Planner (offsite)	MA/MS + 2 yrs = 8 years	\$35.90	\$37.28	\$43.91	\$36.14	\$37.52	\$44.19	
Planner - (offsite)	MA/MS = 6 years				No longer doing			
Associate Planner (offsite)	BA/BS = 4 years	\$20.78	\$23.00	\$25.16	No longer doing			
Inspector - (offsite)	BA/BS = 4 years and/or special certifications	\$28.93	\$35.13	\$41.33	\$29.12	\$35.36	\$41.60	

**Effective September 1, 2016 Associate Planner converted to hourly - Employee Classification was incorrect**

**Effective December 1, 2016 per Dept Of Labor Planners Starting Salary \$47,476**

**New Part time position**

Hourly rate		
2017	2017	2017
Starting Salary	Mid-Range	Maximum Salary
	24	75.833
\$42.65	\$48.22	\$53.80
\$38.77	\$43.84	\$48.91
\$31.30	\$37.42	\$43.54
\$31.30	\$37.42	\$43.54
\$31.30	\$37.42	\$43.54
\$29.12	\$35.36	\$41.60
\$29.12	\$35.36	\$41.60
\$26.09	\$28.97	\$32.72
\$26.09	\$28.97	\$32.72
\$31.30	\$37.42	\$43.54

\$20.92	\$23.15	\$25.32
\$16.57	\$19.07	\$21.54

OFFSITE HOURLY RATES FY17
N/A
\$39.42
N/A
N/A
36.95 or 30.00

Overhead on hourly rate		
2017	2017	2017
Starting Salary	Mid-Range	Maximum Salary
		155%
\$66.10	\$75	\$83
\$60.09	\$68	\$76
\$48.52	\$58	\$67
\$48.52	\$58	\$67
\$48.52	\$58	\$67
\$45.14	\$55	\$64
\$45.14	\$55	\$64
\$40.43	\$45	\$51
\$40.43	\$45	\$51
\$48.52	\$58	\$67

\$32.42	\$36	\$39
\$25.68	\$30	\$33

Overhead Plus Hourly Rate		
2017	2017	2017
Starting Salary	Mid-Range	Maximum Salary
		\$163.00
\$108.75	\$122.97	\$137.18
\$98.86	\$111.79	\$124.71
\$79.83	\$95.43	\$111.03
\$79.83	\$95.43	\$111.03
\$79.83	\$95.43	\$111.03
\$74.26	\$90.16	\$106.07
\$74.26	\$90.16	\$106.07
\$66.52	\$73.87	\$83.44
\$66.52	\$73.87	\$83.44
\$79.83	\$95.43	\$111.03

\$53.33	\$59.03	\$64.57
\$42.25	\$48.62	\$54.92

OFFSITE RATES FY17
N/A
\$42.52
N/A
N/A
49.55, 36.33, 38.71

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

**MEMORANDUM**

**TO:** Delegates & Alternates, Berkshire Regional Planning Commission  
**FROM:** Nathaniel W. Karns, AICP, Executive Director  
**DATE:** November 5, 2016  
**SUBJ:** Agenda Items

**IV. Environmental Review – Hoosac Valley Rail Service/Adams Extension Project Environmental Notification Form**

An ENF for the reinstallation of rail on the most southerly portion of the Adams Branch line was received on November 3<sup>rd</sup> and with a deadline for comments to MEPA expected on November 29<sup>th</sup>. We have not had the opportunity to develop comments or hold an Environmental Review Committee meeting yet to review those them. We will get those comments to you prior to the Commission meeting on the 17<sup>th</sup>.

**VI. Consideration of New Intergovernmental Agreement for Housatonic “Rest of River” Clean-up**

The Rest of River Municipal Committee has been meeting over the past couple of months to develop a new Intergovernmental Agreement regarding their and BRPC's joint involvement in the ongoing legal process. The Committee is hard at work on a new three-year agreement to replace the old one that is expiring this fall. We will get a copy of the proposed agreement to you prior to the Commission meeting.

**IX. Executive Director's Report**

- A. “How to Hold a Perfect Public Hearing” - Citizen Planner Training Collaborative Fall Workshop for Planning & Zoning Board Members -December 1, 2016, 6-8 p.m., BRPC

The second Citizen Planner Training Collaborative Workshop for Planning and Zoning Board members will be on “How to Hold a Perfect Public Hearing.” The flyer and registration materials are attached. The instructor will be Carolyn Murray, Attorney with KP Law. Food will be provided. Go to [www.masscptc.org](http://www.masscptc.org) for further information and to register. This session will be very useful both for novice and more experienced planning or zoning board members and may be useful to other types of boards or commissions who have to hold public hearings.

- B. District Local Technical Assistance

Thank you to the many municipal officials who have contacted the Governor, Lieutenant Governor and Secretary for Administration & Finance over the past month or so to express your need for the District Local Technical Assistance program to be funded. It was obviously some relief that the Governor chose not to use his “9C” authority in October but continues to voice concern over the revenue picture. It seems the next milestone is sometime later in November. But given this funding environment, until we have a contract in hand, I will continue to be very concerned

regarding the future of the DLTA program. We obviously are not in any shape to solicit new projects to start after the new year.

C. Licensed Contractors Needed for the Sheffield-Great Barrington Housing Rehabilitation Program

Licensed contractors are needed for the Sheffield-Great Barrington Housing Rehab program funded through CDBG funding. If you are or know of a good rehabilitation contractor, submit an application to BRPC's Housing Rehabilitation Program. Prequalification applications are available on our website and qualified contractors will be notified of their status on the Prequalified Contractor list. For more information or to access an application, please visit BRPC's website at: [www.berkshireplanning.org/projects/regional-community-development-block-grant-project/](http://www.berkshireplanning.org/projects/regional-community-development-block-grant-project/) or call Patricia Mullins, Program Manager, at 413-442-1521, ext. 17.

D. Housing Rehabilitation Specialist Solicitation by BRPC

Also related to the Sheffield-Great Barrington Housing Rehabilitation Program, we are requesting quotes for a Housing Rehabilitation Specialist to provide housing rehabilitation construction project scoping and oversight services and to serve as the program's "Housing Rehabilitation Specialist." The Housing Rehabilitation Program provides assistance to low-to-moderate income home-owners by providing a broad range of housing rehabilitation improvements to their dwelling units. The selected individual or firm will assist the Program Manager in reviewing applications from home-owners; meeting with program applicants; preparing work write-ups and cost estimates for public bidding, consistent with the Community Development Block Grant (CDBG) program, Massachusetts State Sanitary Code and Building Code, and other pertinent federal, state, and local regulations. The selected individual or firm will also assist the Program Manager by participating in pre-bid site meetings, reviewing received bids, conducting site inspections during construction, and assisting the Program Manager in reviewing and approving change orders and necessary modifications to the scope of work on an as needed basis. For the Request for Quotes, please visit Announcements on BRPC's website at: [www.berkshireplanning.org](http://www.berkshireplanning.org) or contact Patricia Mullins, Program Manager, at 413-442-1521, ext. 17.

E. Massachusetts Rail Plan Update

MassDOT has begun to develop a new state passenger and freight rail plan, with a public meeting being held at the Pioneer Valley Planning Commission in Springfield on Wednesday, November 9<sup>th</sup>, starting at 7 p.m. (flyer attached). The State Rail Plan is to document the current state of the rail system in the Commonwealth, identify planned improvements, and outline the Commonwealth's four year plan and 20 year vision plan. It is critical for all those in the Berkshires who have an interest in seeing the current rail infrastructure improved or any improvement in our abysmal passenger rail service to participate in the State Rail Plan update. For more information, check out MassDOT's website: [www.massdot.sate.ma.us/transit/RailPlan](http://www.massdot.sate.ma.us/transit/RailPlan) or contact BRPC Transportation Program Manager Clete Kus at [ckus@berkshireplanning.org](mailto:ckus@berkshireplanning.org) or 413-442-1521, ext. 20.

F. Congratulations to Lee on Successful MassWorks Application to Reconstruct Forest Street

The Baker administration announced on October 31<sup>st</sup> that the Town of Lee will receive \$1.0 million to reconstruct Forest Street, which runs from Rte. 20 to Goose Pond in Tyringham. The project primarily serves people in Tyringham and the State boat ramp on Goose Pond and is a good example of inter-municipal cooperation as it really serves Tyringham more than Lee. We are hearing that there may be at least a couple more positive MassWorks announcements affecting the Berkshires in the coming weeks.

G. Berkshires Tomorrow and Amazon Smile

As a reminder, BRPC has a closely affiliated 501(C)3 non-profit, Berkshires Tomorrow which was organized to be utilized to seek tax deductible contributions and foundation funding to improve and enhance the quality of education and learning opportunities for the public and local officials and to plan and integrate innovative methods and technologies into regional and local education and governance. As the holiday shopping season is upon us, if you happen to use Amazon for some of your shopping, you can use their charitable arm, Smile, to have 0.5% of every purchase made go

to a charity of your choice. This is a painless way for you to support planning in the Berkshires. The flyer explaining Amazon Smile and Berkshires Tomorrow is attached.

Attachments (3):

Citizen Planner Training Collaborative Fall 2016 Workshops  
State Rail Plan Update 2016 Public Meeting Notice  
Amazon Smile and Berkshires Tomorrow

# Fall Workshops!



Massachusetts Department of Housing  
and Community Development  
100 Cambridge Street, Suite 300  
Boston, MA 02114



URBAN HARBORS INSTITUTE  
UNIVERSITY OF MASSACHUSETTS BOSTON

## Citizen Planner Training Collaborative

# Fall 2016 Workshops

Please post this brochure and discuss it  
at your next Board meeting!

UMass Extension  
Massachusetts Department of Housing  
and Community Development  
APA—Massachusetts Chapter  
Massachusetts Association  
of Regional Planning Agencies  
Massachusetts Association  
of Planning Directors

[www.massptc.org](http://www.massptc.org)

# Fall 2016 Course Descriptions

## **Planning with Community Support (MIIA)(AICP)**

The course describes how to run a planning process—whether it is for a comprehensive plan or master plan—that will have the support of the community with the amendment and implementation process. It will explain how to work with or without consultants to make plans that result in local action.

## **Introduction to the Subdivision Control Law and ANR (MIIA)**

Addresses the purposes of the Subdivision Control Law, important procedural requirements and board responsibilities when reviewing subdivision and ANR plans; adoption of subdivision regulations; review of ANR plans; access issues; preliminary and definitive plans; Planning Board waivers; modifying, amending and rescinding plans; enforcement; vested rights and zoning freezes.

## **The Next Chapter of 40B: Targeted Training for Zoning Board Members (MIIA)(AICP)**

Topics will include the following: reviewing the initial application for compliance with 40B eligibility and submission requirements; noticing and conducting the required public hearing; scheduling a site visit; retaining Peer Review consultants; securing sufficient project information to make an informed decision; holding deliberation sessions; drafting and issuing the Comprehensive Permit decision; and managing the Comprehensive Permit. The course will be taught by past and present Zoning Board members familiar with the 40B review process through their prior direct 40B experiences. The curriculum has been prepared by a team of 40B experts led by the Citizens Housing and Planning Association's 40B Training Committee in cooperation with CPTC.

## **Writing Reasonable and Defensible Decisions (MIIA)**

This course covers some key points that will assist boards in writing clear and defensible decisions. It describes criteria that should be contained in local zoning regulations and how these regulations relate to the types of conditions a board may impose when approving a special permit or variance application.

## **How to Read a Subdivision Plan**

Explains how topography, roads, lot lines, wetlands, drainage, utilities, etc. are delineated on a plan. Aids boards with the decision-making and negotiating process.

## **Zoning for Solar (AICP)**

This session will provide an overview of relevant state statutes and the model solar zoning bylaw and accompanying guidance created by the State. It will also feature a discussion on how to implement a solar bylaw, state solar incentives, and what is required to make an installation work.

## **Zoning Exemptions (MIIA)**

Section 3 of the Zoning Act provides certain exemptions for agricultural, educational, childcare and religious uses, as well as state and federal lands and uses, from local zoning regulations. This course explains these exemptions and how they relate to the Fair Housing Act, and identifies under which circumstances municipalities can enact and impose zoning regulations.

## **Site Plan Review (MIIA)**

The Zoning Act does not contain any provisions for the review of site plans, however the process can be a very effective tool for a board to review the details, aesthetics and impacts of a potential project. This course explains the difference between site plan approval and special permits; the review process; the types of conditions a board may impose; reasons for disapproval; the appeal process and the types of information a town can require to be shown on a site plan.

## **New Changes to the Public Records Law**

This session will prepare local officials to follow the recent changes to the Public Records Law and discuss how to implement new practices in response to these changes.

## **Roles and Responsibilities of Planning & Zoning Boards, Part 2 (MIIA)**

This session is designed to discuss more advanced topics for new Board members or building inspectors. Part 2 will focus on the Open Meeting, Public Records, and the Conflict of Interest Laws.

## **Creating Master Plans (MIIA)**

Local officials will learn why and how to prepare, adopt, and implement the master or comprehensive plan described in MGL Chapter 41, Section D. The session will identify the sections of a master/comprehensive plan and specific steps by which the plan will be carried out.

## **How to Hold a Perfect Public Hearing (MIIA)**

This session covers legal and procedural requirements for conducting a public hearing. It also contains video clips to assist boards in avoiding constructive approvals, easing tension between parties over controversial projects and calming chaotic hearings.

## **Thank You to Our Collaborators**

The Citizen Planner Training Collaborative expresses its gratitude to the Regional Planning Agencies and other organizations supporting the Fall 2016 sessions:

Berkshire Regional Planning Commission  
Cape Cod Commission  
Central Massachusetts Regional Planning Commission  
Franklin Regional Council of Governments  
Martha's Vineyard Commission  
Merrimack Valley Planning Commission  
Metropolitan Area Planning Council  
Montachusett Regional Planning Commission  
Northern Middlesex Council of Governments  
Old Colony Planning Council  
Pioneer Valley Planning Commission  
Southeast Regional Planning and Economic Development District

**Thank you to our moderators, trainers and workshop site coordinators. Special thanks to CHAPA and DHCD for coordinating the 40B workshops.**

## **Major sponsors of the Fall 2016 Workshops:**



URBAN HARBORS INSTITUTE  
UNIVERSITY OF MASSACHUSETTS BOSTON

UMASS  
BOSTON

## **Save the date!**

The next CPTC Annual Conference takes place on Saturday March 18, 2017 at Holy Cross College in Worcester. Contact CPTC if you have suggestions for session topics.

Workshops designated (MIIA) entitle your town to credit under the MIIA Rewards Program towards public officials liability insurance.

Workshops designated (AICP) may entitle the participant to CM credits.

# Citizen Planner Training Collaborative

## Fall 2016 Course Schedule

No.	Course Title	Date/Time	Trainer	Location/Sponsor
1	Planning with Community Support (AICP)	Tu. 10/11/2016 7:00–9:00 p.m.	Judi Barrett, RKG Associates	NMCOG, 40 Church Street, Suite 200, Lowell Sponsor: Northern Middlesex Council of Governments
2	Introduction to Subdivision Control Law and ANR	Th. 10/13/2016 6:30–8:30 p.m.	Paul Bobrowski, Attorney	PVPC, 60 Congress Street, 2nd Floor, Springfield Sponsor: Pioneer Valley Planning Commission
3	The Next Chapter of 40B: Targeted Training for Zoning Board Members	Th. 10/20/2016 7:00–9:00 p.m.	Laura Shufelt, MA Housing Partnership	Harwich Town Hall, Griffin Room, 732 Main Street, Harwich Center Sponsor: Cape Cod Commission
4	Writing Reasonable and Defensible Decisions	Th. 10/20/2016 7:00–9:00 p.m.	Adam Costa, Attorney, Blatman, Bobrowski, Mead & Tallerman, LLC	Westminster Town Hall, 11 South Street, Westminster Sponsor: Montachusett Regional Planning Commission
5	How to Read a Subdivision Plan	M. 10/24/2016 7:00–9:00 p.m.	Joseph Peznola, PE, Hancock Associates	MVPC, 160 Main Street, Haverhill Sponsor: Merrimack Valley Planning Commission
6	Zoning for Solar (AICP)	W. 10/26/2016 7:00–9:00 p.m.	Kurt Gaertner, AICP, Executive Office of Energy & Environmental Affairs	CMRPC, 2 Washington Square, Union Station, 2nd Floor, Union Hall, Worcester Sponsor: Central MA Regional Planning Commission
7	Zoning Exemptions	W. 10/26/2016 7:00–9:00 p.m.	Barbara Saint Andre, Attorney, KP Law P.C.	Franklin Town Hall, 355 East Central Street, Franklin Sponsor: Metropolitan Area Planning Council
8	Introduction to Subdivision Control Law and ANR	W. 10/26/2016 7:00–9:00 p.m.	Ilana Quirk, Attorney, KP Law P.C.	OCPC, 70 School Street, Brockton Sponsor: Old Colony Planning Council
9	Introduction to Subdivision Control Law and ANR	Th. 10/27/2016 7:00–9:00 p.m.	Pamela Brown, FAICP, Attorney, Brown & Brown PC	Boxborough Town Hall, Grange Meeting Room, 2nd floor, 29 Middle Road, Boxborough Sponsor: Metropolitan Area Planning Council
10	Site Plan Review (AICP)	Th. 10/27/2016 6:30–8:30 p.m.	Adam Costa, Attorney, Blatman, Bobrowski, Mead & Tallerman, LLC	SRPEDD, 88 Broadway, Taunton Sponsor: Southeast Regional Planning & Economic Development District
11	The Commonwealth's New Public Records Law: What Planning Board Members and Staff Need to Know	Th. 10/27/2016 7:00–9:00 p.m.	Bob Ritchie, Attorney	PVPC, 60 Congress Street, 2nd Floor, Springfield Sponsor: Pioneer Valley Planning Commission
12	Site Plan Review (AICP)	W. 11/2/2016 6:30–8:30 p.m.	Brian Currie, AICP, Town of Falmouth	Hanover Town Hall, 550 Hanover Street, Hanover Sponsor: Metropolitan Area Planning Council
13	Zoning Exemptions	Tu. 11/15/2016 6:00–8:00 p.m.	Donald Dubendorf, Attorney, Dubendorf Law	BRPC, 1 Fenn Street, Suite 201 Pittsfield Sponsor: Berkshire Regional Planning Agency
14	Introduction to Subdivision Control Law and ANR	Th. 11/3/2016 7:00–9:00 p.m.	Ilana Quirk, Attorney, KP Law P.C.	CMRPC, 2 Washington Square, Union Station, 2nd Floor, Union Hall, Worcester Sponsor: Central MA Regional Planning Commission
15	Site Plan Review (AICP)	M. 11/7/2016 6:30–8:30 p.m.	Kristin Kassner, AICP, Town of Burlington	NMCOG, 40 Church Street, Suite 200, Lowell Sponsor: Northern Middlesex Council of Governments
16	Zoning Exemptions	W. 11/9/2016 6:00–8:00 p.m.	Paul Bobrowski, Attorney	FRCOG, 12 Olive Street, 1st Floor Conference Room Sponsor: Franklin Regional Council of Governments
17	Writing Reasonable and Defensible Decisions	M. 11/14/2016 7:00–9:00 p.m.	Luke Legere, Attorney, McGregor and Legere	Framingham Library McAuliffe Branch, 746 Water Street Sponsor: Metropolitan Area Planning Council
18	Roles and Responsibilities of Planning & Zoning Boards, Part 2	Tu. 11/15/2016 7:00–9:00 p.m.	Carolyn Murray, Attorney, KP Law P.C.	Orleans Town Hall, Skaket Room, 19 School Road, Orleans Sponsor: Cape Cod Commission
19	Creating Master Plans	Tu. 11/15/2016 6:00–8:00 p.m.	Wayne Feiden, FAICP, City of Northampton	FRCOG, 12 Olive Street, 1st Floor Conference Room Sponsor: Franklin Regional Council of Governments
20	How to Read a Subdivision Plan	Tu. 11/15/2016 7:00–9:00 p.m.	Joseph Peznola, PE, Hancock Associates	OCPC, 70 School Street, Brockton Sponsor: Old Colony Planning Council
21	Introduction to the Subdivision Control Law/ANR	W. 11/16/2016 7:00–9:00 p.m.	Eric R. Smith, AICP, Town of Athol	Athol Town Hall, 584 Main Street, Athol Sponsor: Montachusett Regional Planning Commission
22	Zoning Exemptions	Th. 11/17/2016 7:00–9:00 p.m.	Brian Currie, AICP, Town of Falmouth	SRPEDD, 88 Broadway, Taunton Sponsor: Southeast Regional Planning & Economic Development District
23	Creating Master Plans	M. 11/28/2016 7:00–9:00 p.m.	Judi Barrett, RKG Associates	MVPC, 160 Main Street, Haverhill Sponsor: Merrimack Valley Planning Commission
24	How to Hold a Perfect Public Hearing	Th. 12/1/2016 6:00–8:00 p.m.	Carolyn Murray, Attorney, KP Law P.C.	BRPC, 1 Fenn Street, Suite 201 Pittsfield Sponsor: Berkshire Regional Planning Agency

## Who Should Attend:

- Planning, zoning, building, conservation officials
- Citizens interested in land-use and development issues in their communities
- Municipal staff members who serve boards and planning departments
- Professional planners, and others who consult with municipal boards

### Cost:

Each workshop is \$30 (unless otherwise noted) and includes valuable handout materials. Payment is due with registration. Town checks may be sent by separate mail and arrive after the deadline.

### Time:

Workshops typically last two hours. Please arrive 10–15 minutes before the workshops.

### Registration Deadline:

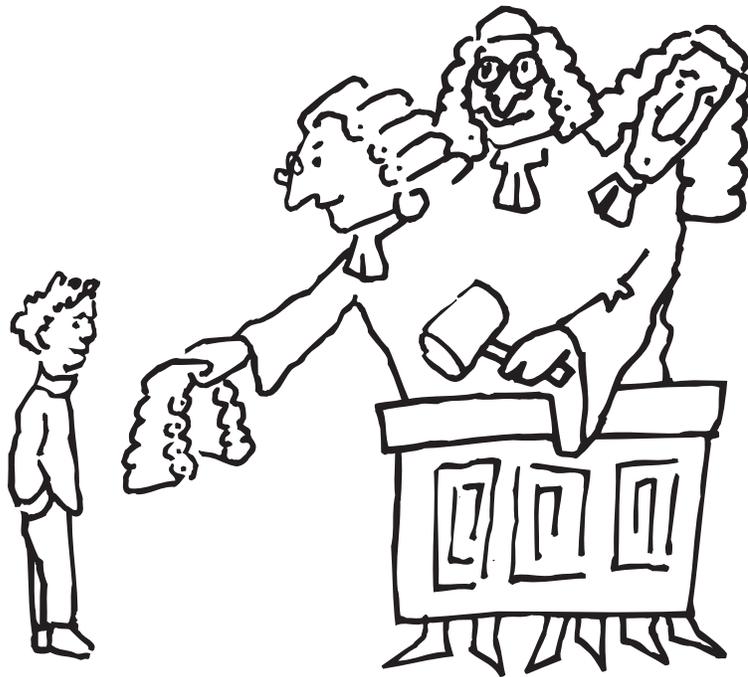
Five calendar days before the date of workshop to guarantee that there will be enough space and handouts for you. **We DO NOT confirm registration.** Please assume that you are registered once you have sent in your form or registered online.

### Refund Policy:

Refunds honored if in writing before workshop date. CPTC reserves the right to cancel workshops. In that case, you will be notified prior to the workshop date and registration fees will be returned.

### Questions:

[www.masscptc.org](http://www.masscptc.org)  
or Elaine Wijnja, DHCD, at (617) 573-1360.



© Marah Left 2001

## Interested in other courses?

Contact CPTC for  
"On-Demand" Training at  
[coordinator@masscptc.org](mailto:coordinator@masscptc.org)

For a fixed fee of \$400, a cost which may be shared by several cohosting communities, we will have a trainer come to your city or town to address a specific learning topic.

### Refer to our website:

[www.masscptc.org](http://www.masscptc.org)

## CPTC Core Curriculum

You can get credit for taking many of the CPTC courses offered throughout the year, including the annual conference. Credit applies as follows:

### CPTC CERTIFICATE PROGRAM:

CPTC offers a Level One Certificate for completing three (3) courses.

#### Must Complete:

1. The Roles and Responsibilities of Planning and Boards of Appeals, Part 1
2. The Roles and Responsibilities of Planning and Boards of Appeals, Part 2

#### Complete one (1) of the following:

3. Introduction to the Subdivision Control Act
4. Introduction to the Zoning Act
5. How to Write Reasonable and Defensible Decisions

CPTC offers a Level Two Certificate for completing Level One requirements and 3 of the following courses:

1. Planning with Community Support (applies to planning board members only)
2. Non-conforming Structures, Lots, and Uses, and Vested Rights
3. Zoning Exemptions
4. Special Permits and Variances

# Registration and Information

## Registration Form (One person per form. Please print clearly.)

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime phone: \_\_\_\_\_

City/Town served: \_\_\_\_\_

Board Affiliation: \_\_\_\_\_

### Workshops attending:

Workshop Number: \_\_\_\_\_ Workshop Name: \_\_\_\_\_

Workshop Number: \_\_\_\_\_ Workshop Name: \_\_\_\_\_

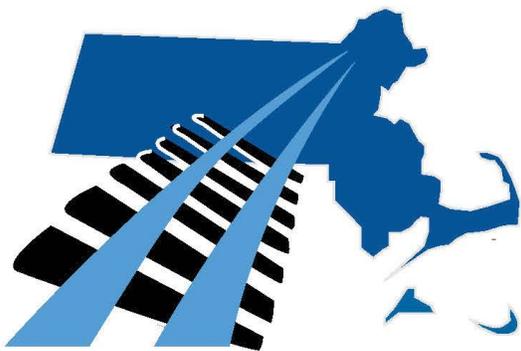
Workshop Number: \_\_\_\_\_ Workshop Name: \_\_\_\_\_

Do you need a receipt? Yes No

Check enclosed? # \_\_\_\_\_ Check being mailed? Yes No

Online registration is available at [www.masscptc.org](http://www.masscptc.org).  
Email registration will not be accepted.

Please make check payable to CPTC and mail complete registration to:  
CPTC • C/O Urban Harbors Institute, UMass Boston, 100 Morrissey Boulevard,  
Boston, MA 02125 or fax to (617) 287-5575.



# Commonwealth of Massachusetts **STATE RAIL PLAN** **UPDATE 2016**

**Join us at two public meetings for the DRAFT 2016  
State Rail Plan Update!**



Pioneer Valley Planning  
Commission – 2nd floor  
60 Congress Street  
Springfield  
**7 p.m.**



Attleboro Public Library  
Balfour Room  
74 No Main Street  
Attleboro  
**6:30 p.m.**

MassDOT is undertaking an update to the 2010 State Rail Plan to

- Document the current state of the rail system
- Identify planned improvements
- Outline the Commonwealth's four year plan and 20-year visionplan

The rail system in Massachusetts is a critical transportation network for both passengers and goods.

The meeting location is accessible to people with disabilities. Persons who would like to request any language (non-English) interpretation assistance, American Sign Language interpreters, assistive listening devices, handouts in alternative formats, or information on the meeting should contact: Jessica Ortiz by email [jortiz@fhiplan.com](mailto:jortiz@fhiplan.com) or by phone (917) 433-7440.

**For more information check out the website:**  
[www.massdot.state.ma.us/transit/RailPlan](http://www.massdot.state.ma.us/transit/RailPlan)

## Amazon Smile and Berkshires Tomorrow



Amazon has a charitable arm called Smile, which donates 0.5% of every purchase made to a charity of your choice. Berkshires Tomorrow Inc. is setup to receive donations through Amazon Smile. To use Amazon Smile, go to: <https://smile.amazon.com/ch/03-0572303>. Enter your Amazon username and password and your account will then be set to donate to Berkshires Tomorrow.

Whenever you shop through Amazon, go to <https://smile.amazon.com> first and then 0.5% of any purchase you make will go to Berkshires Tomorrow. You will see in orange "Supporting:" with the name of the charity you support. If you ever decide to change your charity, select the drop down triangle after the charity, you can select Change your charity.

*Berkshires Tomorrow Inc. is organized exclusively for charitable, educational, and scientific purposes including, without limitation, improving and enhancing the quality of education and learning opportunities for the general public and local officials, and planning and integrating innovative methods and technologies into regional and local education and governance, in Berkshire County, Massachusetts.*