



# BRPC

Berkshire Regional Planning Commission

1 Fenn Street, Suite 201  
Pittsfield, MA 01201  
T: (413) 442-1521 · F: (413) 442-1523  
TTY: 771 or (800) 439-2370  
berkshireplanning.org

## MEETING NOTICE

There will be a meeting of  
the  
EXECUTIVE COMMITTEE  
of the  
BERKSHIRE REGIONAL PLANNING COMMISSION  
on Thursday, September 3, 2020 at **4:00** p.m.

This will be a **Virtual Meeting** as allowed by Massachusetts Governor Charlie Baker's Executive Order dated March 12, 2020 suspending certain provision of the Open Meeting Law, G.L. c.30 sec.20.

Information to join the meeting is:

**Meeting ID:** 392 612 8831

**Password:** 090320

<https://us02web.zoom.us/j/3926128831?pwd=aFdidG9wWlhrS2VFN3ppTkYxRHdidz09>

Call in information: 312.626.6799, 646.558.8656, 301.715.8592, 346.248.7799, 669.900.9128

**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 of events for the meeting and materials available will be listed.

## AGENDA

- I. Call to Order & Open Meeting Law Statement (4:00)
- II. Approval of Minutes of the Executive Committee Meeting of July 16, 2020\* (4:05)
- III. Financial Reports (4:10)
  - A. July & August Expenditures Report \*
  - B. Accounts Receivable Report & Assessments
  - C. Line of Credit Report
  - D. Unaudited FY2020 Financial Results for BRPC
  - E. Indirect Cost Rate
  - F. Other
- IV. Delegate & Alternate Issues (4:15)
- V. Items Requiring Action\* (4:25)
  - A. Modify Disposal of Surplus Property Procedure \*
  - B. Approve Surplus Property Items\*
  - C. Approve Modifications to the Personnel Pay Plan\*

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

### Please Note:

For information regarding postponements or cancellations on the day of a scheduled meeting, please call Berkshire Regional Planning Commission at (413) 442-1521, x5

- D. Approve Acceptance of Supplement Budget Funds\*
  - E. Approve Receipt of IT Bond Bill Funds
  - F. Other\*
- VI. Committee Reports (4:35)
- A. Environmental Review Committee
  - B. Other
- VII. Executive Director's Report (4:40)
- A. Report on New Contracts / Agreements
  - B. Staff Update
  - C. Committee Membership
  - D. Berkshires Tomorrow Inc. Update
  - E. CDBG CARES Act Awards
  - F. Resilient Lands Initiative
  - G. Economic Development Bond Bill
  - H. East-West Rail Update
  - I. Rural Policy Advisory Commission Update
  - J. Other
- VIII. Old Business (4:45)
- A. Review of Staff Top Ten Commitments – FY20
  - B. Executive Director Review
  - C. Annual Meeting
  - D. Other
- IX. New Business (5:00)
- A. Review BRPC Values Statement
  - B. Staff Top Ten Commitments – FY 21
  - C. Citizen Planner Training Collaborative Fall Virtual Workshops
  - D. Orientation for new BRPC Members
  - E. September Full Commission Meeting (Virtual) – September 17, 2020
  - F. Other
- X. Adjournment (5:15)

Attachments:

- Unapproved Minutes of the Executive Committee Meeting of July 16, 2020
- July – August Expenditures Report
- August Accounts Receivable Report
- Line of Credit Report
- Memo – Executive Committee Agenda Items
- BRPC Disposal of Surplus Property Procedure
- BRPC List of Surplus Property August 2020
- BRPC Personnel Pay Plan
- Grant and Procurement Specialist Position Description
- BRPC Watson Road Dam EENF Comments
- Beth Carroll resume
- BRPC Committee membership
- Resilient Lands Initiative Summary
- CDBG CARES Act Announcement
- FY 20 BRPC Staff Top Ten Commitment Results
- BRPC Adopted Mission, Vision and Values Statement

\* Items Requiring Action