



BRPC

Berkshire Regional Planning Commission

KYLE HANLON, Chair
JOHN DUVAL, Vice-Chair
SHEILA IRVIN, Clerk
MALCOLM FICK, Treasurer
THOMAS MATUSZKO, A.I.C.P.
Executive Director

APPROVED MINUTES OF THE FULL COMMISSION July 16, 2021 MEETING

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.

I. Opening

A. The meeting was called to order at 6:05 PM

Chair Kyle Hanlon reminded all that per the open meeting law, BRPC records all meetings. Others may record the meeting after informing the chair. Any documents presented must be provided to the chair at the meeting.

Roll Call

The following Commission members were present:

Lisa Gazaille – Adams Delegate
John Duval – Adams Alternate
Alvin Blake – Becket Alternate
Peter Traub – Cheshire Delegate
Malcolm Fick – Gt. Barrington Alternate
Buck Donovan – Lee Delegate
Kyle Hanlon – North Adams Delegate
Sheila Irvin – Pittsfield Delegate
Kenneth Smith – Sheffield Delegate
Rene Wood – Sheffield Alternate
Kate Fletcher – Stockbridge Delegate
Dante Birch – Williamstown Delegate
Roger Bolton – Williamstown Alternate
Douglas McNally – Windsor Alternate

Staff Present:

Thomas Matuszko – Executive Director
Marianne Sniezek – Office Manager
Melissa Provencher – Environment and Energy Program Manager
Jake Eberwein – BCETF Project Manager

Others Present: None

B. Approval of Minutes of May 21, 2020 Meeting

Sheila Irvin moved to approve; Malcolm Fick seconded. Approved with a roll call vote and four abstentions

Roll Call Vote:

Lisa Gazaille – Adams Delegate - Abstain
Alvin Blake – Becket Alternate - Yes
Peter Traub – Cheshire Delegate - Yes
Malcolm Fick – Gt. Barrington Alternate - Yes
Buck Donovan – Lee Delegate - Yes
Kyle Hanlon – North Adams Delegate - Yes
Sheila Irvin – Pittsfield Delegate - Yes
Kenneth Smith – Sheffield Delegate - Abstain
Kate Fletcher – Stockbridge Delegate - Abstain
Dante Birch – Williamstown Delegate - Yes
Douglas McNally – Windsor Alternate - Abstain

II. Comments from the Public – None

III. Delegate & Alternate Issues – Kate Fletcher asked if meetings can continue as zoom meetings instead of in person meetings. Tom explained in the past we had in person meetings because we needed a physical quorum. Having meetings virtual versus physical meetings can be discussed at a future meeting.

IV. Executive Committee Actions

There were no questions on the actions taken by the Executive Committee at their June 4, 2020 meeting.

V. Election of BRPC Officers for FY2021

The Nominating Committee proposed the following slate of officers for FY 2021:

- Chair: Kyle Hanlon, North Adams Delegate
- Vice Chair: John Duval, Adams Alternate
- Clerk: Sheila Irvin, Pittsfield Delegate
- Treasurer: Malcolm Fick, Great Barrington Alternate

There were no nominations from the floor.

Kyle asked for a roll call vote to elect the slate of officers for FY 2021.

Unanimously approved by a roll call vote.

Roll Call Vote:

Lisa Gazaille – Adams Delegate - Yes

Alvin Blake – Becket Alternate - Yes
Peter Traub – Cheshire Delegate - Yes
Malcolm Fick – Gt. Barrington Alternate - Yes
Buck Donovan – Lee Delegate - Yes
Kyle Hanlon – North Adams Delegate - Yes
Sheila Irvin – Pittsfield Delegate - Yes
Kenneth Smith – Sheffield Delegate - Yes
Kate Fletcher – Stockbridge Delegate - Yes
Dante Birch – Williamstown Delegate - Yes
Douglas McNally – Windsor Alternate - Yes

VI. Endorsement of Committee Chairs and At-Large Executive Committee Member Appointment for FY 2021

The BRPC bylaws require the Commission to approve the Committee Chairs as recommended by the BRPC Chair.

- Environmental Review Committee – Roger Bolton, Williamstown
- Commission Development Committee – Rene Wood
- Regional Issues Committee – CJ Hoss, Pittsfield
- Berkshire Brownfields Committee – Sheila Irvin, Pittsfield
- Berkshire Comprehensive Economic Development Strategy Committee – Kyle Hanlon

The BRPC bylaws require the Commission to approve At-Large Executive Committee members as recommended by the BRPC Chair

- Sam Haupt, At-Large, Peru (Transportation Expert)
- Buck Donovan, At-Large, Lee

Kyle asked for a roll call vote for the endorsement of Committee Chairs and At-Large Executive Committee members for FY 2021.

Unanimously approved by a roll call vote.

Roll Call Vote:

Lisa Gazaille – Adams Delegate - Yes
Alvin Blake – Becket Alternate - Yes
Peter Traub – Cheshire Delegate - Yes
Malcolm Fick – Gt. Barrington Alternate - Yes
Buck Donovan – Lee Delegate - Yes
Kyle Hanlon – North Adams Delegate - Yes
Sheila Irvin – Pittsfield Delegate - Yes
Kenneth Smith – Sheffield Delegate - Yes
Kate Fletcher – Stockbridge Delegate - Yes
Dante Birch – Williamstown Delegate - Yes
Douglas McNally – Windsor Alternate – Yes

VII. Ratification of Commission Representatives to Related Groups

The BRPC’s Bylaws require the Commission to ratify the appointments of members to special or standing bodies not under that jurisdiction of BRPC. The Commission was asked to ratify the following people for the identified committees.

- Westfield River Wild and Scenic Advisory Committee – Representative: Marie Raftery (Stockbridge Non-Commission member)
- Berkshire Metropolitan Planning Organization – Representative: Chair Kyle Hanlon (North Adams); Alternate: Sam Haupt (Peru)

Kyle asked for a roll call vote to ratify the Commission Representatives to Related Groups for FY2021.

Unanimously approved by a roll call vote.

Roll Call Vote:

- Lisa Gazaille – Adams Delegate - Yes
- Alvin Blake – Becket Alternate - Yes
- Peter Traub – Cheshire Delegate - Yes
- Malcolm Fick – Gt. Barrington Alternate - Yes
- Buck Donovan – Lee Delegate - Yes
- Kyle Hanlon – North Adams Delegate - Yes
- Sheila Irvin – Pittsfield Delegate - Yes
- Kenneth Smith – Sheffield Delegate - Yes
- Kate Fletcher – Stockbridge Delegate - Yes
- Dante Birch – Williamstown Delegate - Yes
- Douglas McNally – Windsor Alternate – Yes

VIII. Authorization for Executive Committee to Act on Behalf of the Commission

The BRPC bylaws require the Commission to vote annually to reconfirm the authorization of the Executive Committee to act in the name of and on behalf of the Commission.

Tom requested all delegates return completed forms because 22 delegate votes are needed.

IX. Recruitment to BRPC Committees

Kyle reported BRPC is seeking new members to standing or special committees of the Commission.

X. Massachusetts Environmental Policy Act (MEPA) review of the Expanded Environmental Notification Form and Waiver from the Mandatory Environmental Impact Report for the Becker Pond Dam Removal

The Nature Conservancy has presented an Expanded Environmental Impact Report and has requested a waiver from the mandatory Environmental Impact Report for the Becker Pond Dam Removal in Mount Washington. Comments were presented for the consideration by the Commission.

Roger gave a brief overview of the process and the role of the Environmental Review Committee. Melissa gave an overview of the problems with the removal of the dam. Melissa also explained repairing the dam was not considered.

Roger Bolton moved to approve the cover letter and Draft Comment Letter – Becker Pond Dam Removal EENF, EEA#16226 as written; Sheila Irvin seconded.

Unanimously approved by a roll call vote.

Roll Call Vote:

Lisa Gazaille – Adams Delegate - Yes
Alvin Blake – Becket Alternate - Yes
Peter Traub – Cheshire Delegate - Yes
Malcolm Fick – Gt. Barrington Alternate - Yes
Buck Donovan – Lee Delegate - Yes
Kyle Hanlon – North Adams Delegate - Yes
Sheila Irvin – Pittsfield Delegate - Yes
Kenneth Smith – Sheffield Delegate - Yes
Kate Fletcher – Stockbridge Delegate - Yes
Dante Birch – Williamstown Delegate - Yes
Douglas McNally – Windsor Alternate – Yes

XI. Update – Berkshire County Education Task Force

The Berkshire County Education Task Force (BCETF) is a group established in 2015 of committed educators, school and civic leaders, and community members dedicated to strengthening public education in Berkshire County. The BCETF Project Manager, Jake Eberwein provided an overview of the Berkshire County Education Task Force and the key projects currently being worked on. The presentation can be found on BCETF website under resources, presentations.

<http://www.berkshireeducationtaskforce.org/documents>

XII. Executive Director’s Report

A. State Ethics Form

The State Ethics Commission requires that annually BRPC provides a copy of the Conflict of Interest Law and receive signed copies of an

acknowledgement of receipt of said law from all Delegates, Alternates and Commission Committee members. Attached was a copy of the Summary of the Law, with the Acknowledgement of Receipt at the end. All were asked to email the completed Acknowledgement of Receipt Form to officeassistant@berkshireplanning.org or mail the form to BRPC. Alternatively, you could also send an e-mail acknowledging receipt of the summary of the Conflict of Interest Law to officeassistant@berkshireplanning.org.

B. FY 2021 State Budget Update – State of District Local Technical Assistance and other important priorities

The state budget for FY 21 is still very uncertain. We do not have any information about our top priorities including the District Local Technical Assistance (DLTA) program. District Local Technical Assistance (DLTA) program has been an extremely useful program where we have been able to assist most of the communities in Berkshire County on a wide range of topics.

Tom explained DLTA funds run calendar year. There may be no funding as of January 1, 2021. Some of the projects slated for current DLTA funds may not happen due to the spending of DLTA funds on the COVID-19 pandemic.

C. Other - none

XIII. Adjournment

Al Blake made a motion to adjourn; seconded by Buck Donovan. Unanimously approved. Adjourned at 7:26 pm.

Materials distributed or presented during this meeting:

Meeting Agenda
Draft Meeting Minutes May 21, 2020
Executive Committee Actions Memo
Authorization for Executive Committee to Act on Behalf of the Commission Memo
Committees of BRPC
Draft Comment Letter - Becker Pond Dam Removal EENF, EEA#16226
BRPC Expanded ENF Report - Becker Pond Dam Removal EENF, EEA#16226
BCETF – July 2020 Summary of Activities
Executive Director's Memo
Ethics – Summary of the Conflict of Interest Law for Municipal Employees and Acknowledgement of receipt