



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, July 08, 2021 at **5:00** p.m.

(note different start time from other regularly scheduled meetings)

This will be a **Virtual Meeting** as allowed by Ch. 20 of the Acts of 2021 suspending certain provisions of the Open Meeting Law, G.L. c.30 sec.20.

Join Zoom Meeting

<https://us02web.zoom.us/j/3926128831>

Meeting ID: 392 612 8831

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. Click on the calendar of events for the meeting and materials available will be listed.

AGENDA

- I. Call to Order & Open Meeting Law Statement (5:00)
- II. Approval of Minutes of the Executive Committee Meeting of June 3, 2021* (5:05)
- III. Financial Reports (5:10)
 - A. June Expenditures Report *
 - B. Accounts Receivable Report & Assessments
 - C. Line of Credit Report
 - D. Other
- IV. Delegate & Alternate Issues (5:15)
- V. Items Requiring Action* (5:20)
 - A. Approval to Enter into Agreements with Municipalities for Technical Assistance Services for FY 2022*
 - B. Approval to Submit a Grant Application to the Local Health Support for COVID-19 Case Investigation and Contact Tracing Program with the Massachusetts Department of Public Health*
 - C. Other
- VI. Committee Reports (5:30)

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

- A. Berkshire MPO
- B. Environmental Review Committee
- C. Other

VII. Executive Director's Report (5:35)

- A. Report on New Contracts / Agreements
- B. Berkshires Tomorrow Inc. Update
- C. Staff Update
- D. Rural Policy Advisory Commission Update
- E. District Local Technical Assistance Funding
- F. Redistricting
- G. Police Reform
- H. New Planning and Zoning Board Training
- I. Other

VIII. Old Business (5:40)

- A. Office Space
- B. Executive Director's Performance Review
- C. Other

IX. New Business (5:50)

- A. BRPC email Addresses for Officers / Executive Committee Members
- B. Yearly Meeting Schedule
- C. September Commission Meeting
- D. Other

X. Adjournment (6:00)

Attachments:

- Unapproved Minutes of the June 3, 2021 Executive Committee Meeting
- June Expenditures Report
- June Aged Receivables Report
- June 2021 Line of Credit Report
- Memo – July 8, 2021 Executive Committee Agenda Items
- Becker Pond SEIR Final Comment Letter
- Resume - Nancy Kibby Slattery
- Resume – Alecia Herrick
- Rural Policy Advisory Commission FY21 Annual Report
- Redistricting Testimony
- Police Reform Funding Request
- BRPC Meeting Schedule FY2022 DRAFT
- Memo – May & June 2021 Technical Assistance

* Items Requiring Action



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DRAFT MINUTES OF THE EXECUTIVE COMMITTEE MEETING

Thursday, June 3, 2021

Virtual Meeting as allowed by Massachusetts Governor Charlie Baker's Executive Order dated July 16, 2020 suspending certain provision of the Open Meeting Law, G.L. c.30 sec.20.

I. Call to Order & Open Meeting Law Statement

A. The meeting was called to order at: 5:01 p.m.

Chair Kyle Hanlon started the meeting by reading a statement regarding the Open Meeting Law. BRPC records all meetings. Others may record the meeting after informing the chair. Any documents presented must be left with the Chair of the meeting.

B. Roll Call:

Kyle Hanlon, Chair

John Duval, Vice Chair

Sheila Irvin, Clerk

Malcolm Fick, Treasurer

Roger Bolton, Environmental Review Committee Chair

Buck Donovan, Lee Delegate, At-Large

Rene Wood, Sheffield, Alternate

Others Present: Nancy Socha, Stockbridge, Delegate; Fred Shubert, Richmond Alternate; Sarah Hudson, Alternate

Staff Present: Thomas Matuszko, Executive Director; Marianne Sniezek, Office Manager; Kate Hill Tapia, Office Administrator

II. Approval of Minutes of Executive Committee Meeting on May 6, 2021

Sheila Irvin moved to approve the minutes of the May 6, 2021 meeting, which was seconded by Rene Wood and approved by roll call vote from Roger Bolton, Malcolm Fick, Sheila Irvin, Kyle Hanlon, and John Duval. Rene Wood abstained.

III. Financial Reports

A. May Expenditures Report

There was no discussion on the attached report.

Roger Bolton motioned to approve the report and Rene wood seconded the motion. The report was approved by roll call vote from Roger Bolton, Malcolm Fick, Sheila Irvin, John Duval, Rene Wood, and Kyle Hanlon.

B. Accounts Receivable Report & Assessments

Marianne reviewed the aged accounts receivable and payments received which were numerous.

C. Line of Credit Report

Marianne reported that BRPC paid down the full balance due on the Line of Credit: \$125,000.00 in principle and \$280.39 interest on 5/24. The bank incorrectly applied the interest so \$177.08 showed as due with \$124,822.92 as paid. The available balance to borrow is \$229,822.92. TD bank is making the correction.

D. Correction to the April Accounts Receivable Report

The April Account Receivable report correction was reported by Marianne. It showed the Town of Adams as having an amount of \$99,368.71 due BRPC for more than 90 days. This was incorrectly entered. The invoice, correctly reflected in this month's report, had not been sent to the town due to a staff miscommunication.

E. Other - None

IV. Delegate & Alternate Issues

- A.** Nancy Socha noted and appreciated BRPC Planner assistance with Stockbridge's by laws.
- B.** Rene Wood asked who best contact is for Tri-Town multi-town grant application. She was referred to Laura Kittross, Public Health Manager.

V. Items Requiring Action

A. Approval to Submit Grant Applications to the Environmental Protection Agency and Toxic Use Reduction Institute*

The Executive Committee was requested to retroactively authorize the Executive Director to submit three complimentary grant applications and sign resulting contracts and agreements: two to the Environmental Protection Agency and a third to the Toxic Use Reduction Institute.

The three grant proposals are related in scope and support the work of one unified project. Senior Planner Alison Egan aegan@berkshireplanning.org and Planner Emily Lange elange@berkshireplanning.org are working on this effort.

BRPC's Energy and Environmental Planning and Public Health Departments will collaborate on this work alongside partners: Habitat for Humanity, Berkshire Environmental Action Team (BEAT), and the City of Pittsfield Health Department. The project addresses indoor air quality and environmental hazards as well as energy efficiency issues in homes in the Morningside and Westside neighborhoods of Pittsfield.

BRPC staff will develop a collection of resources on the warning signs and remedies of common indoor environmental hazards, the importance of energy efficiency, and how to access State and City programs to address these and other issues. BRPC staff will train the Habitat for Humanity community navigators on this material, who will conduct door to door outreach to residents and local daycares, and the City of Pittsfield Health Department staff, who will incorporate materials into routine home inspections.

The first application is to the EPA's Healthy Communities Grant Program for \$28,020.71 over two years (maximum amount is \$30,000). The application was submitted on May 20, 2021, so the Executive Committee was asked to retroactively authorize this submission. The grant requires a 5% match which will come from current BRPC grants Gray to Green and Affordable Access to Regional Coordination.

The second application is to EPA's Environmental Justice Small Grants program for \$75,000 which requires no funding match. Like Healthy Communities, EJ Small Grants funds projects that address local environmental and public health issues in underserved communities and community empowerment. Program funds will cover the same tasks as Healthy Communities and include promoting tenant's rights. Related tasks will include neighborhood listening sessions, educating tenants on their rights to habitable conditions and fair rents, outreach to landlords about the State and City programs to remediate hazards and substandard conditions and improve energy efficiency, and data collection for the City of Pittsfield.

The third application is for the Toxic Use Reduction Institute's Community Grants for \$10,000. This grant would fund the creation of kits that will include recipe books, containers, and the ingredients to mix non-toxic cleaning and pest management agents. The kits will be delivered to residents and daycares by Habitat for Humanity's community navigators as part of their door to door outreach. The grant does not require a match.

Rene Wood moved to retroactively authorize the Executive Director to submit three applications: one to the EPA's Healthy Communities Grant Program for \$28,020.71, a second to the EPA's Environmental Justice Small Grants program for \$75,000, and a third for \$10,000 from the Toxic Use Reduction Institute's Community Grants. Sheila Irvin seconded the motion. It was approved by roll call vote from Roger Bolton, Malcolm Fick, Sheila Irvin, John Duval, Rene Wood, and Kyle Hanlon.

B. Approval to Accept Grant Funds from the Western Region Homeland Security Advisory Council*

The Executive Committee was requested to retroactively authorize the Executive Director to accept grant funds and to sign any resulting contracts and agreements related to a grant the Public Health Program received from the Western Region Homeland Security Advisory Council. This \$39,4000

grant is to develop a detailed Scope of Services (SOS) which will direct the procurement and work of a consultant in the fall to complete a COVID-19 After Action Report (AAR) and Improvement Plan (IP) for the region by October 5, 2021. No match is required. Public Health Program Manager Laura Kittross, lkittross@berkshireplanning.org is the BRPC contact.

Rene Wood moved to retroactively authorize the Executive Director to accept grant funds and to sign any resulting contracts and agreements related to a \$39,400 grant the Public Health Program received from the Western Region Homeland Security Advisory Council. It was seconded by Roger Bolton. The motion was approved by roll call vote from Roger Bolton, Malcolm Fick, Sheila Irvin, John Duval, Buck Donovan, Rene Wood, and Kyle Hanlon.

C. Approval to Submit a Grant Application to the Mohawk Trail Woodlands Partnership Implementation Grant Program with the Massachusetts Executive Office of Energy and Environmental Affairs*

The Executive Committee was requested to authorize the Executive Director to submit (after the fact) a grant application and to sign any resulting contracts and agreements to the Mohawk Trail Woodlands Partnership Implementation Grant Program with the Massachusetts Executive Office of Energy and Environmental Affairs. This \$60,000 application would be teamed up with a \$20,000 application from North Adams to advance the design and permitting of the North Adams Adventure Trail. BRPC will provide in-kind services, valued at \$6,000 as match. Transportation Program Manager, Clete Kus, ckus@berkshireplanning.org is the BRPC contact.

Tom noted that the Adventure Trail is a \$2 million project of which this grant activity would be a small piece.

Rene Wood moved to authorize the Executive Director to submit (after the fact) a grant application and sign any resulting contracts and agreements to the Mohawk Trail Woodlands Partnership Implementation Grant Program with the Massachusetts Executive Office of Energy and Environmental Affairs for \$60,000 to advance the design and permitting of the North Adams Adventure Trail. The motion was seconded by Malcolm Fick and was approved by roll call vote from Roger Bolton, Malcolm Fick, Sheila Irvin, John Duval, Buck Donovan, Rene Wood, and Kyle Hanlon.

D. Approval to Submit Grant Applications to the Massachusetts Department of Energy Resources*

The Executive Committee was requested to authorize the Executive Director to submit grant applications to the Department of Energy Resources Green Communities division for the Regional Energy Planning Assistance program. BRPC will enter into MOUs with member municipalities to assist them with energy planning and technical assistance.

Technical assistance services include becoming a designated Green Community, maintaining Green Community status by assisting with grant

and annual reporting requirements, applying for competitive grants, and incorporating regional school districts into the program. Municipal clean energy planning services include assistance in developing a net-zero plan for municipal buildings, preparing a GHG inventory, and preparation toward developing a community-wide net-zero plan. Regional clean energy planning assistance services include coordinating multi-town efforts such as launching campaigns to increase the adoption of renewable technologies and community-wide capacity building activities.

The maximum funding per municipality or public body is \$150,000. No local match is required. BRPC staff contact is Emily Lange, Energy and Environmental Planner, elange@berkshireplanning.org

Rene Wood moved to authorize the Executive Director to submit grant applications to the Department of Energy Resources Green Communities division for the Regional Energy Planning Assistance program to assist municipalities with energy planning and technical assistance services under this grant. The motion was seconded by Malcolm Fick and was approved by roll call vote from Roger Bolton, Malcolm Fick, Sheila Irvin, John Duval, Buck Donovan, Rene Wood and Kyle Hanlon.

E. Other

VI. Committee Reports

A. Finance Committee

Malcolm Fick reported that the BRPC Finance Committee met after the Executive Committee meeting May 6, 2021. The committee reviewed the proposed FY 22 budget and recommended it to the Commission, who approved it.

B. Berkshire Brownfields Committee

The Berkshire Brownfields Committee report was made by Sheila Irvin. They met May 20, 2021 and approved a grant from the Revolving Loan Fund to demolish and remediate the former Sun Cleaners property in North Adams, approved a modification of the Scope of Work for the Greylock WORKS clean-up in North Adams, and received an update on Powerhouse Square's 34 Bridge Street property in Great Barrington. Their loan repayment was due April 2021.

There was discussion about the 34 Bridge Street property and the bank's efforts to get repayment. BRPC is "third in line" as a creditor. The lack of repayment does not affect BRPC's budget but it would reduce the amount of funds available for future clean-up projects. BRPC does have legal counsel for this situation.

C. Commission Development Committee

Rene Wood reported that the BRPC Commission Development Committee (and the associated Nominating Committee) met May 20, 2021. The main agenda items were to finalize the recommended slate of officers for FY22,

recommend an in-person Annual Meeting on September 16, 2021, jointly with the Berkshire County Selectmen's Association, and conduct a training for new planning board members. Lieutenant Governor Polito is first choice for a speaker with Secretary Kennealy as back up.

D. Berkshire MPO

Kyle Hanlon reported that the Berkshire MPO met May 25, 2021. The main agenda items were approval of the FY22-26 TIP and 2022 Unified Planning Work Program (UPWP). The UPWP is the work plan for the transportation planning staff for the upcoming federal fiscal year, October 1, 2021 – September 30, 2022. Both documents are on BRPC's website.

E. Environmental Review Committee

The Environmental Review Committee met April 27, 2021. Per Chair Roger Bolton's report, the main agenda item was a discussion with Tori Kim, Assistant Secretary of Energy and Environmental Affairs/MEPA Director about proposed changes to the MEPA regulations in response to our recently submitted comments. Tori Kim acknowledged issues with MEPA's procedure for publicizing projects. Tom noted that there will be a more formal process in the fall. BRPC coordinated the meeting and many other regional planning agency staff attended.

F. Regional Issues Committee

The Regional Issues Committee did not meet May 26, 2021 as previously indicated.

G. Other

Rene Wood brought up the US Census Bureau Differential Privacy Policy presentation at the full Commission meeting May 20th. She noted concerns about the impact this would have on usefulness and legitimacy of the census data as well as the impact on communities like Pittsfield if they were to lose their urban status. She raised the question about the impact this policy (if adopted) could have on redistricting. Tom confirmed her concerns and noted some states have already challenged the policy in court. Tom believes the census numbers are to be announced in late September and will confirm that with BRPC's Data Manager, Mark Maloy.

VII. Executive Director's Report

A. Report on New Contracts/Agreements

New Grants and Contracts received / initiated 05/01/2021 to 05/31/2021

- Berkshire Tomorrow Inc./ Berkshire County Taconic Foundation –Parent to Advocate Website - \$4,900
- Dalton – CDBG Administration for Housing Rehabilitation & ADA self-evaluation - \$290,304.00

Grants and Contracts not received

- U.S. Environmental Protection Agency for Brownfields Assessment Funding \$300,000. Tom clarified that while disappointing to not receive this funding, it does not impact the BRPC budget. It means less money available to communities for clean-ups.

B. Berkshires Tomorrow Inc. (BTI) Update

There were no BTI activities from 5/1/2021 through 5/31/2021.

C. Staff Update

- Ken Walto has been hired as a part-time Project Specialist, initially to work on some DLTA projects.
- A BRPC staff person left abruptly leaving a few projects with June 30 deadlines.
- Openings: Public Health Nurse, Senior Transportation Planner and Finance Office Assistant position, Employment & Internship Opportunities.

D. Rural Policy Advisory Commission Update

There was no May meeting of the Rural Policy Advisory Commission (RPAC). The next meeting is tentatively scheduled for June 9th from 2:00 to 4:30.

E. District Local Technical Assistance Funding

Tom reported that DLTA funding is not in the Senate version of the budget and Conference Committee members have not been assigned yet. Some are confident it will be in the final budget. Tom is concerned and will continue to watch it closely. He stated his appreciation of Senator Hinds co-sponsoring both rejected amendments.

F. West-East Rail Update

Tom reported he was unaware of any activity this month.

G. Other - None

VIII. Old Business

A. BRPC's Revised Telework Policy

Tom presented a revised Telework Policy with a return to office at full strength June 15 instead of August 1, 2021.

Rene Wood moved to approve the revised Telework Policy. The motion was seconded by Sheila Irvin and was approved by roll call vote from Roger Bolton, Malcolm Fick, Sheila Irvin, John Duval, Buck Donovan, Rene Wood, and Kyle Hanlon.

B. Annual Meeting

This was discussed under the Commission Development Committee report. The plan is to hold an in-person Annual meeting Thursday September 16, 2021, jointly with the Berkshire County Selectmen's Association at the Stationary Factory in Dalton with the September Commission meeting held prior to the Annual Meeting.

C. Office Space

Proposals for BRPC Office space were due June 1st. Tom reported that five proposals were received. Per the bid announcement, BRPC has 60 days from June 1 (Friday, July 30) to decide. Tom intends to present a decision for input at the July Executive Committee meeting.

Tom reported that there are issues to be worked out regarding access to the front door. It will remain locked due to security, not COVID-19, concerns.

D. Other - None

IX. New Business

A. Kusik Award

The Executive Committee will call for Kusik award nominations. If there is a worthy person, granting the award at the annual meeting will proceed. It was stated that the award should not be given "for the award's sake."

B. Open Meeting Law Requirements

Tom reported that the relaxation of the Open Meeting Law that allowed virtual public meetings will end June 15, 2021 with the end of the Governor's State of Emergency, unless there is legislative action to permanently allow virtual public meetings. There are several bills proposed to change the Open Meeting Law, including one that would extend the Governor's emergency provision through September 1, 2021. The Governor's bill also extends deadlines regarding outdoor alcohol and balance billing for COVID-19 treatments. Tom submitted testimony in favor of hybrid meetings.

Tom noted that if these bills do not get adopted, the next Executive Committee meeting in July would be an in-person meeting.

Fred Schubert asked if Richmond's Board of Health could make their own decision about remote meetings. He was referred to Laura Kittross, Public Health Program Manager to confirm.

C. The Special Joint Committee on Redistricting

Tom encouraged members to register to participate in the Special Joint Committee on Redistricting's virtual hearing for 1st Congressional District (CD1) residents at 6:00 pm Monday June 21, 2021. The hearing will be an opportunity to offer opinions on local and community interests that the Committee should consider on the division of the Commonwealth into 9 Congressional Districts, 40 Senatorial Districts, 160 Representative Districts, and 8 Councilor Districts.

Tom reported that has spoken with Berkshire County legislators except Representatives Smitty Pignatelli and John Barrett who he intends to reach out to. There was agreement with Tom's key points to emphasize in BRPC's testimony: keeping Berkshire County within one congressional district and one state senate district. Tom noted that Berkshire County may lose a state representative since the districts need to have larger population and geographic size.

Rene Wood asked about the potential impact of the Census Bureau's Differential Privacy Policy and the "noise" that may affect redistricting.

D. Summer Meeting Schedule

The Executive Committee agreed to the following July meeting plan:

- Hold the July Executive Committee meeting and Full Commission meeting on July 8th.
- If virtual meetings are still allowed, 5:00 p.m. for Executive and 6:00 p.m. for full Commission. If meeting will be in-person: 5:30 Executive and 6:30 Commission (with food).
- Cancel the August 5th Executive Committee meeting (Tom will be on vacation then.)

E. Executive Director's Performance Review

According to BRPC's Bylaws that require "On an annual basis, the Executive Director shall prepare a review of his/her accomplishments for the preceding year and goals for the upcoming years as part of his/her performance evaluation by the Executive Committee." The Executive Committee requested that Tom submit his performance review for the July 8th Executive Committee meeting.

Other

X. Adjournment

The meeting was adjourned at 6:25 pm by a motion made by Roger Bolton and seconded by Rene Wood. It was approved by roll call vote from Roger Bolton, Sheila Irvin, John Duval, Buck Donovan, Rene Wood and Kyle Hanlon. Malcolm Fick had to leave the meeting early.

Attachments:

- Unapproved Minutes of the May 6, 2021 Executive Committee Meeting
- May 2021 Expenditures Report
- May 2021 Accounts Receivable Report
- May 2021 Line of Credit Report
- Memo – May 28, 2021 Executive Committee Agenda Items
- Resume – K.Walto
- BRPC's Revised Telework Policy
- Joint Committee on State Admin and Regulatory Oversight Bill Summaries
- Senate Committee on Ways and Means Bill Summaries
- Memo - April 2021 Technical Assistance

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From June 1, 2021 to June 30, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	DEPT #	DEPT Description	Expense Description
CCARD	6/1/21	ADCARE EDUCATIONAL INSTITUTE	445.00	40 ADMIN	Admin	Staff Development
15278	6/1/21	MUTUAL OF OMAHA	560.02	40 ADMIN	Admin	Life: STD; LTD
15279	6/1/21	THE COOPER CENTER, LLC	4,557.00	40 ADMIN	Admin	Rent
EFT	6/1/21	BB'S HOTSPOT	600.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Meetings
EFT	6/1/21	STRAIGHT TALK WIRELESS	48.73	570 SHFNMBOTS/CDBG19	Sheffield New Marl Otis CDBG FY19	Cell Phone
15287	6/2/21	EAMMON COUGHLIN	20.53	---	Varied Projects	Expense Report
15284	6/2/21	LAURA BRENNAN	51.69	---	Varied Projects	Expense Report
15285	6/2/21	GWENDOLYN CARIDDI	149.52	---	Varied Projects	Expense Report
15288	6/2/21	HOWARD J EBERWIN	225.65	---	Varied Projects	Expense Report
15292	6/2/21	MASS STATE BOARD OF RETIREMENT	7,736.77	---	---	Retirement
15295	6/2/21	W.B. MASON COMPANY, INC.	44.99	40 ADMIN	Admin	Supplies
15283	6/2/21	BLUE 20/20	72.32	40 ADMIN	Admin	Vision Insurance
15293	6/2/21	CITY OF PITTSFIELD	225.00	40 ADMIN	Admin	Parking
15290	6/2/21	DAVID W. KELLEY	300.00	40 ADMIN	Admin	Cleaning
15286	6/2/21	COMPREHENSIVE ENVIRONMENTAL, INC.	9,060.00	580 EOEEA/DAL/PLANA	EOEEA Dalton - Planning Assistance - DLTA Supplemental Reveune	Subcontractor
15291	6/2/21	MASS AUDUBON WESTERN MA	10,768.68	597 ADM/MTWP/MVP	Adams Mohawk Trail Woodland Partnership Regional Adaptation & Resilience Project	Subcontractor
15289	6/2/21	FRANKLIN REGIONAL COUNCIL	73,948.59	597 ADM/MTWP/MVP	Adams Mohawk Trail Woodland Partnership Regional Adaptation & Resilience Project	Subcontractor
15294	6/2/21	KENNETH M. ROCKE	2,000.00	638 DESE/REGIONAL21	MA Dept Elem/Sec Education - BCETF	Subcontractor
15282	6/2/21	NEW ENGLAND NEWSPAPERS, INC.	1,495.56	440.05 TPL21; 560 COM/VENGPUR; Admin	Varied Projects	Advertising
15296	6/4/21	VALERIE BIRD	251.22	---	Varied Projects	Expense Report
15300	6/4/21	EDWARD M. FAHEY	302.43	---	Varied Projects	Expense Report
15297	6/4/21	COMPUWORKS	67.00	40 ADMIN	Admin	Computer Supplies
15298	6/4/21	PAULA E. DOWNER	1,387.00	Varied PHN	Public Health Nursing	Nurses
15299	6/4/21	LESLIE DRAGER	4,346.00	Varied PHN	Public Health Nursing	Nurses
15301	6/4/21	HEATHER QUIMBY	1,260.00	Varied PHN	Public Health Nursing	Nurses
15304	6/7/21	VALLEY GREEN SHREDDING, LLC	35.00	40 ADMIN	Admin	Recycling
15303	6/7/21	FEDEX	83.60	40 ADMIN	Admin	Postage
15305	6/7/21	WHITE WOLF SEPTIC & PORTABLES, INC	325.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	PortaPotties
15302	6/7/21	JUNE AXT	1,376.00	Varied PHN	Public Health Nursing	Nurses
15308	6/14/21	HAGENS BERMAN SOBOL SHAPIRO LLP	6,460.00	319 ROR	Rest of River	Legal Services
EFT	6/14/21	CODE42	9.99	40 ADMIN	Admin	Crash Pro Services
EFT	6/14/21	ZOOM VIDEO COMMUNICATIONS, INC.	40.00	40 ADMIN	Admin	Subscription
15309	6/14/21	MACFARLANE OFFICE PRODUCTS, INC.	68.00	40 ADMIN	Admin	Copying
15312	6/14/21	MIKE SCUTIERI	150.00	40 ADMIN	Admin	Cleaning
15311	6/14/21	THE COOPER CENTER, LLC	839.82	40 ADMIN	Admin	Utilities
15315	6/14/21	TPX COMMUNICATONS	983.57	40 ADMIN	Admin	Telephone
15314	6/14/21	TD BANK	445.00	40 ADMIN	Admin	CC Payment (Adcare)
1109	6/14/21	AK CONSTRUCTION & JEANETTE LUPIANI	10,980.00	522 CHS/NMB/CDBG18	Cheshire CDBG	Subcontractor
1110	6/14/21	BARTLETT CONST & CHARLES PARTON	12,960.00	522 CHS/NMB/CDBG18	Cheshire CDBG	Subcontractor
15313	6/14/21	BRENDAN SHERAN	1,660.00	635 DESE/BRLI21	Massachusetts Department of Elementary and Secondary Education - BCETF - Berkshire Remote Learning Support Initiative 22	Subcontractor
15306	6/14/21	IBERKSHIRE	6,915.43	637 EDA/COVIDRRP	EDA COVID-19 Regional Recovery Project	Subcontractor
15310	6/14/21	MARY NASH	1,480.00	638 DESE/REGIONAL21	MA Dept Elem/Sec Education - BCETF	Subcontractor
15307	6/14/21	NEW ENGLAND NEWSPAPERS, INC.	257.00	560 COMVENGPUR	Group Purchasing	Advertising
EFT	6/15/21	POSTMASTER	505.34	580 EOEEA/DAL/PLANA	EOEEA Dalton - Planning Assistance - DLTA Supplemental Reveune	Postage
15323	6/16/21	MASS STATE BOARD OF RETIREMENT	7,973.94	---	---	Retirement

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From June 1, 2021 to June 30, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	DEPT #	DEPT Description	Expense Description
EFT	6/16/21	AMAZON.COM	17.49	40 ADMIN	Admin	Computer Supplies
1112	6/16/21	SOUTHERN BERKSHIRE REGISTRY OF DEEDS	105.00	522 CHS/NMB/CDBG18	Cheshire CDBG	Subcontractor
1113	6/16/21	SOUTHERN BERKSHIRE REGISTRY OF DEEDS	105.00	522 CHS/NMB/CDBG18	Cheshire CDBG	Subcontractor
1111	6/16/21	BARTLETT CONST & CHARLES PARTON	4,500.00	522 CHS/NMB/CDBG18	Cheshire CDBG	Subcontractor
1114	6/16/21	BARTLETT CONST & CHARLES PARTON	8,280.00	522 CHS/NMB/CDBG18	Cheshire CDBG	Subcontractor
1205	6/16/21	EMERALD LEAD TESTING	2,041.00	570 SHFNMBOTS/CDBG19	Sheffield New Marl Otis CDBG FY19	Subcontractor
1204	6/16/21	AK CONSTRUCTION & JEANETTE LUPIANI	3,888.00	570 SHFNMBOTS/CDBG19	Sheffield New Marl Otis CDBG FY19	Subcontractor
1202	6/16/21	BARTLETT CONST & CHARLES PARTON	3,930.00	570 SHFNMBOTS/CDBG19	Sheffield New Marl Otis CDBG FY19	Subcontractor
1201	6/16/21	BARTLETT CONST & CHARLES PARTON	4,067.50	570 SHFNMBOTS/CDBG19	Sheffield New Marl Otis CDBG FY19	Subcontractor
1203	6/16/21	BARTLETT CONST & CHARLES PARTON	4,230.00	570 SHFNMBOTS/CDBG19	Sheffield New Marl Otis CDBG FY19	Subcontractor
15316	6/16/21	DOWNTOWN PITTSFIELD, INC.	500.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Program Stipend
15318	6/16/21	HORACE JACKSON	500.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Program Stipend
15322	6/16/21	JANE WINN	500.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Program Stipend
15317	6/16/21	NOAH HENKENIUS	500.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Program Stipend
15321	6/16/21	ROSEMARY WESSEL	500.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Program Stipend
15320	6/16/21	THE SAMUEL HARRISON SOCIETY	500.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Program Stipend
15319	6/16/21	KATELYNN MINER	500.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Program Stipend
EFT	6/16/21	POSTMASTER	41.09	40 ADMIN	Admin	Postage
EFT	6/17/21	BERKSHIRE GENERAL STORE	118.77	650 DPH/SS	Public Health Excellence for Shared Services grant program 214333 - Contract# INTF1200P01214333099	Meetings
EFT	6/18/21	AMAZON.COM	74.04	284 BPHN/PHN	Public Health Nursing	Supplies
15330	6/21/21	FEDEX	34.43	40 ADMIN	Admin	Postage
15335	6/21/21	VALLEY GREEN SHREDDING, LLC	35.00	40 ADMIN	Admin	Recycling
15324	6/21/21	AMERICAN PUBLIC HEALTH ASSOC	225.00	40 ADMIN	Admin	Staff Development
15329	6/21/21	COMPUWORKS	494.00	40 ADMIN	Admin	Computer Supplies
15325	6/21/21	C4 INNOVATIONS, LLC	7500.00	585 NBCC/OD2A	Northern Berkshire Community Coalition - Overdose Data to Action	Subcontractor
15328	6/21/21	COMPREHENSIVE ENVIRONMENTAL, INC.	1,770.18	592 DEP/319REGC	DEP - 319 Regional Coordinator	Subcontractor
15332	6/21/21	JENNIFER MYGATT	3,000.00	640 NEATC/CRI/HCV	NEAETC, Community Research Initiative of New England, Inc. - Hepatitis C V	Subcontractor
15333	6/21/21	RACHEL PICONE	3,000.00	640 NEATC/CRI/HCV	NEAETC, Community Research Initiative of New England, Inc. - Hepatitis C V	Subcontractor
15331	6/21/21	SARAH KANGAS	3,000.00	640 NEATC/CRI/HCV	NEAETC, Community Research Initiative of New England, Inc. - Hepatitis C V	Subcontractor
15334	6/21/21	KARA POTTER	560.00	Varied PHN	Public Health Nursing	Nurses
15327	6/21/21	KATHY CIMINI	1,610.00	Varied PHN	Public Health Nursing	Nurses
EFT	6/21/21	LP ADAMS	138.11	642 STK/ADA	Stockbridge ADA-Mou	Supplies
15326	6/21/21	SARAH CARLETON	980.00	638 DESE/REGIONAL21	MA Dept Elem/Sec Education - BCETF	Subcontractor
15336	6/23/21	EAMMON COUGHLIN	13.08	---	Varied Projects	Expense Report
15339	6/23/21	W.B. MASON COMPANY, INC.	352.01	40 ADMIN	Admin	Supplies
15337	6/23/21	OWL LABS, INC.	999.00	40 ADMIN	Admin	Subscriptions
15338	6/23/21	NANCY SIMONDS-RUDERMAN	826.74	400 FDA/FOOD	FDA Food Program	Subcontractor
15340	6/23/21	BCARC, INC.	683.04	611 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Printing

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From June 1, 2021 to June 30, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	DEPT #	DEPT Description	Expense Description
EFT	6/25/21	CONSTANT CONTACT, INC.	588.00	41 ADMIN	Admin	Dues and Subscript
EFT	6/25/21	AMAZON.COM	101.93	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Supplies
15350	6/28/21	MARK MALOY	69.44	---	Varied Projects	Expense Report
15345	6/28/21	KENNETH WALTO	70.56	---	Varied Projects	Expense Report
15344	6/28/21	COURTENY MOREHOUSE	119.73	---	Varied Projects	Expense Report
15341	6/28/21	VALERIE BIRD	315.90	---	Varied Projects	Expense Report
15351	6/28/21	MIYARES AND HARRINGTON LLP	7,819.00	10 General	General Fund	Legal Services
15348	6/28/21	WYLIE GOODMAN	1,234.84	40 ADMIN	Admin	Moving Expenses
15342	6/28/21	BLUE 20/20	72.32	40 ADMIN	Admin	Vision Insurance
15349	6/28/21	MACFARLANE OFFICE PRODUCTS, INC.	679.27	40 ADMIN	Admin	Copying
15347	6/28/21	BERKSHIRE HEALTH SYSTEM	3,400.00	571 HRSA/HIV	US Dpt of Health & Human Services - Health Resources and Services Administration - HIV Capacity Development & Planning	Subcontractor
15343	6/28/21	MASS AUDUBON WESTERN MA	500.00	608 ADM/MTWPGG	Adams - Mohawk Woodlands Partnership (Outdoor Center Greylock Glen)	Subcontractor
15346	6/28/21	1BERKSHIRE	215.00	637 EDA/COVIDRRP	EDA COVID-19 Regional Recovery Project	Subcontractor
15352	6/28/21	MARY NASH	940.00	638 DESE/REGIONAL21	MA Dept Elem/Sec Education - BCETF	Subcontractor
15353	6/28/21	KENNETH M. ROCKE	1,440.00	638 DESE/REGIONAL21	MA Dept Elem/Sec Education - BCETF	Subcontractor
15357	6/30/21	JUSTIN GILMORE	33.60	---	Varied Projects	Expense Report
15359	6/30/21	CHRISTIE LEWIS	50.40	---	Varied Projects	Expense Report
15358	6/30/21	WYLIE GOODMAN	59.92	---	Varied Projects	Expense Report
15355	6/30/21	GWENDOLYN CARIDDI	138.88	---	Varied Projects	Expense Report
15367	6/30/21	W.B. MASON COMPANY, INC.	36.89	40 ADMIN	Admin	Supplies
15369	6/30/21	WOLTERS KLUWER LEGAL & REGULATORY US	360.00	40 ADMIN	Admin	Dues and Subscript
15365	6/30/21	JESS TILLEY	5,000.00	571 HRSA/HIV	US Dpt of Health & Human Services - Health Resources and Services Administration - HIV Capacity Development & Planning	Subcontractor
15360	6/30/21	MEDIUMCUBE 2BY2HOST	540.99	585 NBCC/OD2A	Northern Berkshire Community Coalition - Overdose Data to Action	Web Hosting
15354	6/30/21	BB'S HOTSPOT	600.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	Meetings
15368	6/30/21	WHITE WOLF SEPTIC & PORTABLES, INC	325.00	610 HRIA/G2G	Health Resources in Action (HRIA) - Grey to Green: Increasing Health Equity in Pittsfield	PortaPotties
15366	6/30/21	UNIVERSITY OF MASSACHUSETTS	12,050.78	622 USDA/FS/MTWPPFSC	USDA Forest Services - Mohawk Trail Woodlands partnership Forest Services Program Forest Resilience Carbon Storage	Subcontractor
15364	6/30/21	BRENDAN SHERAN	4,800.00	635 DESE/BRLI21	Massachusetts Department of Elementary and Secondary Education - BCETF - Berkshire Remote Learning Support Initiative 22	Subcontractor
15361	6/30/21	KARA POTTER	297.50	Varied PHN	Public Health Nursing	Nurses
15356	6/30/21	LESLIE DRAGER	3,095.50	Varied PHN	Public Health Nursing	Nurses
15363	6/30/21	ROBERT PUTNAM	560.00	638 DESE/REGIONAL21	MA Dept Elem/Sec Education - BCETF	Subcontractor
15362	6/30/21	Partners for a Healthier Community, Inc	2,968.75	533 FCSD/OJJD	Franklin County Sheriffs Dept/Office of Juvenile Justice Delinquency Prevention (Opioid)	Subcontractor

Total 282,074.07

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of Jun 30, 2021

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

Customer ID	Customer	Over 90 days	Amount Due	Notes
283/BHHA/INSP/PTS	CITY OF PITTSFIELD - BOARD OF HEALTH		2,850.00	
283/BHPN/PHN/DAL	TOWN OF DALTON		225.00	
283/BPHA/INSP/WMS	TOWN OF WILLIAMSTOWN		225.00	
284 BPHA/PHN NAS	TOWN OF NEW ASHFORD		2,500.00	
284 BPHA/PHN/SAV	TOWN OF SAVOY	500.00	1,000.00	Contacted for Payment
284 BPHA/PHN/SND	TOWN OF SANDISFIELD	1,000.00	1,500.00	Contacted for Payment
284/BHPN/PHN/PTS	CITY OF PITTSFIELD - BOARD OF HEALTH		1,150.00	
319/ROR	REST OF RIVER COMMITTE MEMBERS	5,155.42	72,705.43	Contacted for Payment
326/BURN/STOCKBRIDGE	TOWN OF STOCKBRIDGE	95.00	95.00	Contacted for Payment
400/FDA/FOOD16	FOOD AND DRUG ADMINISTRATION		2,235.23	
427 ADM/BFASSESS	TOWN OF ADAMS		1,672.51	
428 LEE/ASSESS	TOWN OF LEE		1,701.79	
432 LAN/ECON	TOWN OF LANESBOROUGH		3,230.00	
440/TPL17	MASSDOT#75425 - TPL13		38,275.79	
446 GTB/EP	TOWN OF GREAT BARRINGTON		5,006.50	
466 LAN/SW	TOWN OF LANESBOROUGH		1,008.65	
482 GTB/ASSESS	TOWN OF GREAT BARRINGTON		2,831.02	
483 NAD/ASSESS	CITY OF NORTH ADAMS		1,632.45	
493 RCH/EP	TOWN OF RICHMOND		399.00	
514 ADM/EP	TOWN OF ADAMS		1,843.04	
515 BB/BUW	BERKSHIRE UNITED WAY		816.82	
522 TOWN OF CHESHIRE	TOWN OF CHESHIRE		60,000.00	
533 FCSD/OJJDP	SDF-SHERIFF'S DEPARTMENT, FRANKLIN		2,512.68	
538 ADM/CLNUP	TOWN OF ADAMS	676.52	1,515.97	Contacted for Payment
550 DOER/AARC	COMMONWEALTH OF MASSACHUSETTS	12,093.61	35,852.49	Contacted for Payment
560 APALACHEE	APALACHEE, LLC	438.53	438.53	Contacted for Payment
560 COMMVENPUR	COMMUNITY VENDOR PURCHASING		-2,400.00	
561 LEN/EDP	TOWN OF LENOX		8,567.06	
570 SHF-NMB-OTS/CDBG	TOWN OF SHEFFIELD		36,554.50	
580 EOEEA/DAL/PLANA	EXEC OFFICE OF ENERGY AND ENV		2,608.32	
584 WSH/TPR	TOWN OF WASHINGTON		1,516.49	
585 NBCC/OD2A	NBCC		1,654.51	
614 MAPC/VACEXER	METROPOLITAN AREA PLANNING COUNCIL	10,889.52	10,889.52	Contacted for Payment
615.01 BTI	BERKSHIRES TOMORROW, INC.	2,100.00	2,100.00	Internal Payment
617 ADM/CDBG/CV	TOWN OF ADAMS		18,555.40	
618 LEN/CDBG-CV	TOWN OF LENOX		46,319.69	
623 BTI/BCETF/BRLISU	BERKSHIRES TOMORROW, INC.	6,644.49	6,644.49	Internal Payment

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of Jun 30, 2021

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

Customer ID	Customer	Over 90 days	Amount Due	Notes
626 WST/MP	TOWN OF WEST STOCKBRIDGE		5,029.58	
627 OUTS/STK	TOWN OF STOCKBRIDGE		3,009.13	
631 DAL/CDBG	TOWN OF DALTON		65,622.38	
633 OTS/CS	TOWN OF OTIS		4,864.28	
634 BKT/PM	TOWN OF BECKET		5,036.06	
635 DESE/BRLI21	635 DESE/BRLI21		15,022.00	
636 DHCD/LRRP	DHCD/LRRP		43,232.84	
639 WSH/PM	TOWN OF WASHINGTON		3,299.41	
640 NEATC/CRI/HCV	COMMUNITY RESEARCH INITIATIVE		20,000.00	
641 BKT/ADA	TOWN OF BECKET		15,100.94	
643 DHCD/LRRP-SME	DHCD/LRRP-SME		1,806.12	
TOWN OF LEE	TOWN OF LEE	2,500.00	2,500.00	Contacted for Payment
Report Total		42,093.09	560,755.62	

Current Balance

\$0.00

Available Credit\$230,000.00

Amount Due\$0.00

Payment Due DateJul 5, 2021

Date	Description	Debit	Credit
ACCOUNT HISTORY			
5/24/2021	PAYMENT REVERSAL	-\$124,822.92	
5/24/2021	PAYMENT REVERSAL	-\$457.47	
5/24/2021	PAYDOWN		\$125,000.00
5/24/2021	PAYMENT (INTEREST)		\$280.39
5/24/2021	PAYDOWN		\$124,822.92
5/24/2021	PAYMENT (INTEREST)		\$457.47



MEMORANDUM

TO: Executive Committee, Berkshire Regional Planning Commission

FROM: Thomas Matuszko, Executive Director

DATE: July 6, 2021

SUBJ: Agenda Items – July 8, 2021 Executive Committee Meeting

V. Items Requiring Action

A. Approval to Enter into Intergovernmental Agreements and Contracts with Municipalities*

The Executive Committee is requested to authorize the Executive Director to enter into intergovernmental agreements and contracts for services with municipalities.

B. Approval to Submit a Grant Application to the Local Health Support for COVID-19 Case Investigation and Contact Tracing Program with the Massachusetts Department of Public Health*

The Executive Committee is requested to authorize the Executive Director to submit a grant application and to sign any resulting contracts and agreements to the Local Health Support for COVID-19 Case Investigation and Contact Tracing Program with the Massachusetts Department of Public Health. This \$300,000/year application, with federal funds passed through the Department of Public Health, is to support required and ongoing Board of Health COVID-19 disease investigations. This two-year, renewable grant will allow the Berkshire Public Health Alliance to hire staff to ensure that 100% of all COVID-19 cases have comprehensive contact tracing, cluster investigations, isolation, quarantine, social service support as well as data collection and analysis to determine ways to mitigate infections. There is no BRPC required match. The BRPC contact is Public Health Program Manager, Laura Kittross, lkittross@berkshireplanning.org.

C. Other*

VI. Committee Reports

A. Berkshire MPO

The Berkshire MPO met on June 22, 2021. The main agenda items were approval of the FFY 2022 Unified Planning Work Program FY22-26 and relatively routine cost amendments in the existing TIP to reflect more accurate projects cost.

B. Environmental Review Committee

The Environmental Review Committee met on June 10, 2021. The main agenda item was review of a Single Environmental Impact Report for the

Becker Pond Dam Removal, Mount Washington (see attached final comments.)

Also, recently the Committee had a discussion with Tori Kim, Assistant Secretary of Energy and Environmental Affairs/MEPA Director about proposed changes to the MEPA regulations. An update on MEPA's regulatory review effort was published in the June 23 Environmental Monitor, and is available on the [MEPA website](#). Public presentations on the status of the MEPA regulatory review effort will be held on July 14, 2021 (see MEPA website for details). A power point presentation summarizing the effort is available [here](#). In addition, the MEPA office issued two revised protocols concerning climate change adaptation and environmental justice (EJ) public involvement requirements. The MEPA office is accepting comments on the EJ protocol at MEPA-regs@mass.gov until July 30, 2021. The MEPA office is continuing to hold stakeholder meetings in Summer/Fall 2021 and plans to open a formal rulemaking process under G.L. c. 30A in Fall 2021.

C. Other

VII. Executive Director's Report

A. Report on New Contracts/Agreements

New Grants and Contracts received / initiated 06/01/2021 to 06/30/2021

- MAPC –After Action Report Scope and Development - \$39,40
- DPH – Berkshire Public Health Alliance Shared Services - \$347,848.75
- Middlefield – Public Health Inspectional Services FY21 - \$1,250
- Tyringham – Public Health Nursing Services FY21 - \$2,500
- Peru – Public Health Inspectional Services FY22 - \$8,626
- Becket– Public Health Inspectional Services FY22 - \$7,012.50
- Egremont– Public Health Inspectional Services FY22 - \$2,818.75
- Peru – Public Health Nursing Services FY22 - \$2,100
- Middlefield – Public Health Inspectional Services FY22 - \$5,000
- Egremont – Public Health Nursing Services FY22 - \$2,243.85
- Middlefield – Public Health Nursing Services FY22 - \$2,625
- Savoy – Public Health Nursing Services FY22 - \$2,000
- Tyringham – Public Health Nursing Services FY22 - \$2,625
- Williamstown – Public Health Nursing Services FY22 - \$6,712.65
- Becket – Public Health Nursing Services FY22 - \$3,675
- Clarksburg – Public Health Nursing Services FY22 - \$2,924.25
- Great Barrington - Public Health Nursing Services FY22 - \$6,077.40
- North Adams – Public Health Nursing Services FY22 - \$9,925.65
- Washington– Public Health Nursing Services FY22 - \$2,100
- Lanesborough - Economic BRPC Services (Planner) FY22 - \$10,000
- Richmond - Economic BRPC Services (Planner) FY22 - \$10,000
- Gt. Barrington - Economic BRPC Services (Planner) FY22 - \$25,000
- Lenox - Economic BRPC Services (Planner) FY22 - \$29,000
- Adams – Forestry Center at Greylock Glen FY21 - \$10,000
- DPH – Substance Addition Services/Pittsfield Youth Prevention Connection - \$80,000

Grants and Contracts not received.

- We are not aware of any applications not received.

B. Berkshires Tomorrow Inc. (BTI) Update

- Approved submission of a grant application to EPA's Environmental Justice Small Grants program for \$75,000

C. Staff Update

- Nancy Slattery has been hired as a full-time Public Health nurse.
- Leslie Drager's position has been converted from a contract position to a part-time Public Health Nurse
- Alecia Herrick has been hired as a Finance Office Assistant

D. Rural Policy Advisory Commission Update

One of the featured items at the June meeting of the Rural Policy Advisory Commission (RPAC) was a presentation from a representative from Mass Humanities about the potential to collaborate with the Smithsonian's Museum on Main Street "Crossroad" project to highlight Rural Life in America. Also, the Annual Report (attached) was reviewed.

E. District Local Technical Assistance Funding

FY 22 funding for the District Local Technical Assistance Funding (DLTA) program is still mired in the legislative process. Like previous years, it was included in the House budget, but not included in the Senate Ways and Means budget. Hence, if it is to be approved this year it will need to be included by the Conference Committee. As I write this memo, the state budget process is still in the hands of the Conference Committee. We do not know where DLTA funding stands.

F. Redistricting

On June 21, 2021 there was a hearing about redistricting. Attached is a copy of the testimony I gave. Although the final Census data is not expected to be released until the end of September, the Special Joint Committee on Redistricting Committee anticipates receiving initial community Census results in the middle of August to prepare proposals for public review by the end of September. The Committee needs to finalize its work with legislation approved and presented to the Governor for his approval by late October / early November 2021.

G. Police Reform

The recently passed legislation related to police reform has the potential to improve policing services. It also can increase costs to communities to fully implement the reform. Working with the other Western Mass regional planning agencies, we requested additional funding be considered for implementation. (See attached letter.)

H. Training for New Planning Board and Zoning Board of Appeals Members

BRPC will host a training for new members of Planning Boards and Zoning Boards of Appeals on the evening of July 29th. The training will include a slideshow prepared by the Citizen Planner Training Collaborative and will be presented by a guest speaker. The guest speaker and time of the training are to be determined. BRPC contact Phil Arnold parnold@berkshireplanning.org.

A. Other

VIII. Old Business

A. Office Space

BRPC received the following proposals for office space:

- Alnasco, Steel Reality Inc. - Suite #1E, 703 West Housatonic Street, Pittsfield, MA.
- CT Management Group, LLC
 - Option #1: 100 North Street.
 - Option #2: Building 12 Third Floor Clock Tower Business Center.
 - Option # 3: Building 5 Third Floor Clock Tower Business Center.
- The Cooper Center, LLC

The proposals are available at <https://berkshireplanning.org/brpc-office-lease-request-for-proposal-2021/#more-2171>. After conducting site visits of all the sites, we believe the Cooper Center, our current location, to be the most advantageous proposal, based on price and ability to meet the minimum and extra requirements as stated in the RFP. The Executive Committee must approve this recommendation. If the Executive Committee approves at Thursday's meeting, I will conduct negotiations with representatives of the Cooper Center. I have until September 1, 2021 to finalize the negotiations.

B. Executive Director Performance Review

BRPC's Bylaws require "On an annual basis, the Executive Director shall prepare a review of his/her accomplishments for the preceding year and goals for the upcoming years as part of his/her performance evaluation by the Executive Committee." At the last Executive Committee meeting, we wanted to address this at the July meeting. I will try to get my review to you prior to the meeting. The fiscal year end closing has required a lot of my attention, however.

C. Other

IX. New Business

A. BRPC email Addresses for Officers / Executive Committee Members

More and more municipalities are providing email addresses for their board members. We are willing to offer BRPC specific emails to officers and Executive Committee members if individuals are interested. These addresses would reflect the position, i.e., Chair@Berkshireplanning.org, rather than the individual.

B. Yearly Meeting Schedule

Attached is a proposed meeting schedule for Fiscal Year 2022. We need to approve this schedule.

C. September Commission Meeting

As a reminder, this meeting on September 16, 2021 will be combined with our in-person Annual Meeting (COVID conditions notwithstanding.) I am still working to secure our speaker.

D. Other



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

June 25, 2021

Kathleen Theoharides, Secretary
Executive Office of Energy and Environmental Affairs
Attn: Anne Canaday
100 Cambridge Street, Suite 900
Boston, MA 02114

Re: Becker Pond Dam Removal SEIR, EEA# 16226

Dear Secretary Theoharides:

The Berkshire Regional Planning Commission (BRPC) Environmental Review Committee reviewed the Expanded ENF (EENF) filed for this project in July 2020. At that time, the proposed project met or exceeded MEPA review thresholds for a Mandatory Environmental Impact Report (EIR) due to impacts to Wetlands, Waterways, and Tidelands and State-Listed Rare Species and met MEPA review thresholds due to its location within a designated Area of Critical Environmental Concern (ACEC). The project proponent requested a full waiver from the EIR, and BRPC respectfully requested that the waiver from the mandatory EIR not be granted and that a Single EIR (SEIR) be required, at a minimum.

In the EENF, the project was proposed as dam removal followed by passive transport of the sediments accumulated behind the dam into the downstream river system. In response to comments received during the EENF review process (Theoharides, 2020), the proposed project was modified to consist of dam removal, and excavation of a pilot channel in the sediments behind the dam. This approach was labeled as Alternative 4 and was adopted to minimize the natural transport of sediment from the impoundment into the downstream river stream system, thereby minimizing potential impacts to downstream resources, including Sages Ravine. The design plans have since been updated to reflect this change in approach.

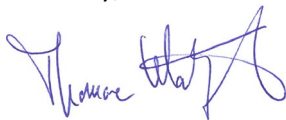
Additionally, since the EENF was submitted, the preferred access road alternative has been confirmed. The proponent seeks to use an access road that is entirely within The Nature Conservancy (TNC) property (described as Access Entrance Alternative 2 in previous project-related documents). This alternative requires constructing a section of new access road that will join the existing access road approximately 700 linear feet from East Street. The new section of access will also include a staging area at the East Street entrance. At the location of the access point and staging area, East Street is a well-maintained gravel road owned by the Town. The road is closed during the winter season and snow removal is not provided. Once the Project is complete, TNC intends to convert the access road to a permanent pedestrian-only trail, reducing the construction width and using native plantings and/or seeding to restore disturbed areas.

The BRPC Environmental Review Committee agrees that a “No-Build / No-Action” Alternative is not feasible as the structural deficiencies of the dam would continue to pose a safety risk. In addition, under a potential future catastrophic failure of the dam, the impacts to stream species and habitats would likely be more severe than the controlled removal of the dam under other alternatives, as well as create a human safety risk to downstream areas. According to the SEIR, the restoration of stream habitat in the Becker Pond impoundment footprint will return this area to its natural state and improve the brook’s function as a coldwater stream.

The Schenob Brook Drainage Basin ACEC, with its associated wetlands, comprises one of the most significant natural communities in Massachusetts. The largest continuous calcareous seepage swamp and the finest examples of calcareous fens in southern New England are located here. Over 40 state-listed rare and endangered species are located in the ACEC. The preferred alternative to remove the Becker Pond dam will eliminate the largest area that potentially does not freeze surface-to-bottom upstream of the dam. The loss of open water habitat with the Project footprint will affect individuals of some water dependent wildlife species. The loss of open water habitat and recreational resources, along with the change in visual/aesthetic characteristics resulting from the project are not easily quantifiable and are in many ways quite subjective. Such impacts are particularly significant due to the location within the Schenob Brook Drainage Basin ACEC. However, this project will undergo significant review at the federal, state and local level and additional review through MEPA is not warranted. Future reviews and permitting provide additional opportunities for federal, state and local permitting authorities, as well as the public, to review the project and provide input on proposed mitigation measures. BRPC strongly encourages the Army Corps of Engineers, Department of Environmental Protection, Conservation Commission and other local permitting authorities to work closely with one another as this project moves into its next phase of design.

The BRPC Environmental Review Committee approved these comments at their June 10, 2021 meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thomas Matuszko", with a stylized flourish at the end.

Thomas Matuszko, AICP
Executive Director

Nancy Kibby Slattery

Registered Nurse

Compassionate and hardworking Registered Nurse for over 40 years working in fields ranging from neonatal to psychiatric, surgical to assisted living, and most recently as a public health nurse, tending to the needs of constituents all over Berkshire County – hosting flu clinics at food pantries and in the hill towns. Was more recently on the front lines of the COVID-19 pandemic, assisting with multiple towns in North and South Berkshire County: contact tracing and administering COVID-19 vaccines.

EDUCATION

- ***Bachelor's degree of Science (BS)***
College of Our Lady of the Elms | May 2014
- ***Associate degree in Nursing (ADN)***
Columbia Memorial School of Nursing. | May 1980

LICENSURE:

- ❖ Licensed Registered Nurse (RN) – State of Massachusetts #154101 Valid: through June 11, 2022

EMPLOYMENT EXPERIENCE

Public Health Coordinator 2015 – Current

Berkshire Visiting Nurse Association of Berkshire Health Systems | Pittsfield, MA |

- ❖ Notification and reporting of all communicable diseases in contract towns, including:
 - Adams, Alford, Hinsdale, Lanesborough, Monterey, New Marlborough, and Sheffield.
- ❖ Proficiency with Maven and Massachusetts Immunization Information System (MIIS).
- ❖ Arranging and providing approx. 45-55 Flu clinics per year and solely responsible for addressing COVID contact tracing and investigation needs for contract towns over past year.
- ❖ Quarterly: calendar year end and contract year-end reports are provided to all BOH towns.
 - A fiscal year-end report on BOH towns is provided to BVNA management.

Surgical Day Staff Nurse 2011 – 2015

Berkshire Medical Center | Pittsfield, MA |

- ❖ Included charge duties of pre and post op surgical patients.
 - Medication management, crisis management and ability to assess and prioritize pre and post op patients' needs on a very busy unit.

Charge Nurse 2000 – 2011

Sisters of Providence Care Center of Lenox | Lenox, MA |

- ❖ Began as Charge Nurse of a 30-bed unit specializing in Medical, Surgical and long term care of residents.
- ❖ Weekend supervisor, and later, Unit Coordinator of 69 bed facility.
 - Responsible for staffing needs and supervision of Nurses and CNAs.
 - Administration of medications and treatments for all residents.
 - Maintaining proper procedure and documentation.
 - Participating in, and leading, team meetings.

ADDITIONAL EMPLOYMENT EXPERIENCE

- ❖ Willowood of Pittsfield, MA | Staff Nurse, sub-acute unit 1998 – 2000
- ❖ Hillcrest Ed. Centers, Inc., Pittsfield MA | Head Nurse 1990 – 1998
- ❖ Lee VNA, Lee, MA | Community Health Nursing. Visiting Nurse 1988 – 1990
- ❖ Hillcrest Hospital, Pittsfield, MA | Charge Nurse and Team Leader 1981 – 1988

Alecia N. Herrick

Profile

Hard working and reliable. Seeking opportunity to be part of your team.

Education

Accounting Systems Specialist Certificate | Mildred Elley | September 10, 2016
High School Diploma | Wahconah Regional High School | June 7, 2009

Skills & Abilities

- Attention to Detail
 - Problem Solving
 - Organization
 - Reliability
 - Team Work
 - Adaptability
 - Willingness to Learn
 - Integrity
 - Creativity
 - Dedication
 - Strategic Thinking
 - Computer Skills
- Infinite Visions Accounting Software
 - Microsoft Office Programs
 - Excel, Word, PowerPoint

Experience

Assistant Accountant | Town Hall, Dalton, MA | April 2016-Current

- invoice processing, coding, voucher processing, prepare and perform vendor check run, posting deposits, produce monthly reports, monitor all accounts to ensure payments are current and up-to-date, various spreadsheets, purchase orders, vendor maintenance, numerous reconciliations, Schedule A preparation, process police outside detail, monthly E911 Support Incentive Grant reimbursement, 1099 processing, and budget input. Plus, payroll processing for 6 months in 2017 until position was filled.

House Keeper | LD Builders, Lenox, MA | June 2010-March 2020

- detailed private and commercial cleaning, maintain a clean, sanitary, and tidy environment, look after people's homes while they are away for the winter season

Office Assistant | LD Builders, Lenox, MA | February 2014-April 2016

- file paperwork, pay bills, answer telephone, process mail, and sort records

Relay Operator | Hamilton Relay, Pittsfield, MA | September 2010-December 2010

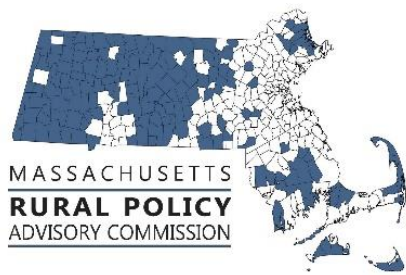
- responsible for relaying text telephone and voice telephone calls to and from the speech and hearing impaired, all calls had to be relayed verbatim and all call content had to be held in strict confidence

Night Shift Cashier | Mobil, Pittsfield, MA | January 2010-July 2010

- run cash register, attend to and assist customers, maintain lottery tickets and lottery machine, maintain cash drawer balance, kept store clean and organized, shut down store and gas pumps nightly

Cashier | Price Chopper, Pittsfield, MA | September 2008-August 2009

- ran cash register, customer service



June 22, 2021

To the Honorable Governor Baker, Senate Clerk Hurley and House Clerk James:

Subject: Rural Policy Advisory Commission FY21 Annual Report

Per the legislation that created the Rural Policy Advisory Commission, please accept this annual summary that “reports the results of [the Rural Policy Advisory Commission’s] findings and activities of the preceding year and its recommendations to the governor and to the clerks of the senate and house of representatives.”

Like everyone and every public body, COVID 19 created an unexpected and demanding workload for many members of the Rural Policy Advisory Commission (RPAC) that made focused attention on RPAC issues difficult. Despite this, the Rural Policy Advisory Commission met six times in Fiscal Year 21 focusing on topics that addressed the goals and recommendations of the 2019 Massachusetts Rural Policy Plan (RPP) and to identify legislative priorities that would enhance the economic vitality of rural communities, especially as rural municipalities struggle to recover from the social, health and economic impacts of the pandemic. The meetings and agendas were:

October 9, 2020

RPP Priority Focus – Economic Development

- a. Overview of pre and post COVID-19 economy in select rural areas of MA
- b. Local business technical assistance efforts in rural MA
- c. Discussion and review of efforts and RPP Goals

December 11, 2020

RPP Priority Focus: Housing and Population Trends. What data do we need to discern trends, issues and problems related to housing and population in rural MA?

- Review of eviction and foreclosure data, and summary of findings from MHP’s recent rural housing workshops
- Review of data from Massachusetts Association of Realtors
- Review of other data sources (i.e. building permit, Cape seasonal housing survey, DOR, climate migration)

January 14

RPAC 2021 Legislative Priorities

February 12

RPP Priority Focus: Economic Development

- The new Rural Development Fund and One Stop for Growth

RPP Priority Focus: Broadband.

- Last mile progress and MBI new digital literacy COVID recovery program

April 9

RPP Priority Focus: Municipal Governance

- Police Reform and training requirements on part-time forces – discussion of potential funding for rural municipalities and how to allocate

Office of Rural Policy Job Description

June 9, 2021

Discussion of 2022 Museum on Main Street Collaboration of Smithsonian and Mass Humanities “Crossroads: Change in Rural America”

Review of FY21 for Annual Report and Setting of FY22 meetings and goals

In addition, the RPAC spent each meeting identifying and discussing legislative priorities; provided written and/or verbal testimony, letters of support and advocacy; and participated in the following in FY21:

- Rural issues related to the Transportation and Climate Initiative
- RPAC FY21 legislative priorities
- DESE Local Contribution comment letter
- Support for Office of Rural Policy
- Economic Development Bond testimony
- Rural TDI model with MassDevelopment
- Member of Rural School Commission
- Support and feedback on Broadband Commission
- Redistricting testimony

Recommendations:

1. Create and fund an Office of Rural Policy.
2. Ensure that the unique needs of rural Massachusetts are thoughtfully considered prior to the development and enactment of policy and legislation, and include RPAC representation on study commissions.
3. Ensure that the distribution of the state’s apportionment of American Rescue Plan Act funding includes a rural factor; supports transformative one-time expenditures;

encourages regional solutions to local problems, especially in rural areas; and that a rural perspective has a seat at the funding decision table.

In addition, the RPAC recommends:

4. Reform the formula used to distribute Payments in Lieu of Taxes for State-Owned Land as per Auditor Bump's recent analysis of PILOT payment inequity, especially to rural municipalities.
5. Support and fund improvements to local and regional public health systems.
6. Re-create the Transformation Development Initiative created by MassDevelopment for Gateway Cities to be used in rural sub-region and support the Rural Jobs Act – both measures to improve rural economies.
7. Support the study and the findings of the Rural School Commission.
8. Advance equity for rural communities by helping rural communities get more access to critical state grant funds.
9. Address transportation and climate impacts in rural areas by creating a special fund for dirt and gravel road maintenance; increasing the deeds excise tax for climate change adaptation infrastructure; and addressing the need to diversify farmland opportunities to combat climate change.
10. Help expand housing opportunities in rural areas by increasing funds available for affordable and workforce housing development and changing state housing program guidelines and funding to be more cognizant of rural housing development constraints.

This annual report is submitted by the members of the Rural Policy Advisory Commission:

Linda Dunlavy, Chair, from and representing the Franklin Regional Council of Governments
Jay Coburn, Vice Chair, Community Development Partnership, representing the Cape Cod Commission

Representative Paul Mark, Speaker of the House Designee

Corrine Fitzgerald, Senate President Designee

Helena Fruscio-Altsman, Secretary of Housing and Economic Development Designee

Tom Matuszko from and representing the Berkshire Regional Planning Commission

Trish Settles from and representing the Central Massachusetts Regional Planning Commission

Bill Veno from and representing the Martha's Vineyard Regional Planning Commission

Shaun Sukowski, Town of Athol and representing the Montachusett Regional Planning Commission

Wendy Hudson, Nantucket Planning and Economic Development Commission

Judy Terry, Pioneer Valley Planning Commission

Dave Christopolis, Hilltown Community Development Corporation and Governor's Appointment

Sara Smiarowski, Governor's Appointment

Thank you for this opportunity to testify.

I am the Executive Director of the Berkshire Regional Planning Commission, also known as BRPC. The BRPC serves as the Regional Planning Agency for the municipalities in Berkshire County, which is the western most county in Massachusetts with about 125,000 residents. With about 950 square miles Berkshire County is the second largest county in Massachusetts.

There are 32 cities and towns in Berkshire County, and to be sure there are differences between the municipalities in the county. For instance, the two cities, which comprise nearly 44% of the county's population have similar issues to other large urban areas. Pittsfield, located in the center of the county, is a Gateway City. North Adams, the smallest of the Commonwealth's cities has some of lowest income levels in the state. On the other end of the spectrum, there are very small towns, with 12 towns, almost 40% of the municipalities in the county, having populations of under 1,000 residents. Despite these differences, there is one common bond. Residents in Berkshire communities identify with and take pride in being from Berkshire County. There is a strong county identification. The geography of Berkshire County reinforces this identification. Mountains and hills on the eastern and western boundaries of the county limit access across those features. Most residents travel north / south with Pittsfield serving as a regional employment and service center. Public transportation is oriented north / south. For these reasons, county integrity should be maintained, and the entirety of Berkshire County should remain in one Congressional District so that the interests of Berkshire County residents can be represented consistently and uniformly by one Congressman.

On the state side, I am advocating for the Senate and House districts to be sized at the low end of the allowable range due the relatively large number of municipalities in each district, the sprawling nature of the districts with limited transportation access, and the changing demographics caused by the COVID-19 pandemic. The Berkshire, Hampshire, Franklin and Hampden Senate District, which currently is served by Senator Hinds, is a large sprawling district with 52 municipalities in parts of 4 counties. It would take Senator Hinds nearly two hours to travel between the two extremes of Heath and Mt. Washington, mostly on secondary roads. While the nature of communication is changing, the

personal connection between constituents and legislators is still an extremely important component of equitable representation. Although the situation is changing, many of the communities in this district still do not have complete coverage by broadband.

On another matter, the 2020 census will likely show a declining population in Berkshire County. This census count happened before the full impact of the COVID 19 urban exodus could be accounted for. County home sales, as well as other anecdotal indicators, such as an article in the New York times, show that Berkshire County, as well as other rural parts of Massachusetts, is likely to be gaining population. It seems like urban dwellers in the large metropolises have finally learned the benefits of a calmer lifestyle, especially now that teleworking has become commonplace. Setting rural districts, such as those serving Berkshire County, small now while keeping metropolitan urban districts large now, would account for anticipated future population shifts as rural districts gain and urban districts lose, thereby maintaining equitable representation.

Berkshire County is currently served by 4 representatives. The county is bounded by Vermont, New York and Connecticut. If districts need to grow, they can only grow to the east. Doing so could result in the residents of Berkshire County losing representation. As the part of the state farthest from Boston, and the seat of power, Berkshire residents already frequently feel that their issues and concerns are not understood or listened to. We strongly advocate for as little change to the representation of Berkshire County, as well as all of rural western Massachusetts, as possible.

Representative Farley Bouvier represents the 3rd Berkshire district and the City of Pittsfield. Pittsfield is the most urban Berkshire Community with a relatively large non-white population. She understands and represents the unique needs of that communities of that community extremely well. Pittsfield continues to need a strong voice.

Representatives Pignatelli, Mark and Barrett mostly represent a blend of small towns, in the case of North Adams a small city, and small rural communities. I am a member of the Rural Policy Advisory Commission (RPAC). The RPAC was created by the legislature in 2015 with the mission of enhancing the economic vitality of rural municipalities. In the fall of 2019, the RPAC issued the

Massachusetts Rural Policy Plan. The Plan conducted an analysis of rural assets and challenges, and clearly demonstrated how rural areas need specific policy, investment and regulatory actions to support their unique issues.

Currently the 4th Berkshire District encompasses much of southern Berkshire County and is represented by Representative Pignatelli. While these towns face most of the same issues of other rural communities, increasingly these towns are facing a high second home market. Communities have a history of working together to address this common situation.

Paul Mark represents the 2nd Berkshire District. This district is mostly comprised of small rural towns on the northeastern part of Berkshire County and extends into western Franklin County to the east. The Berkshire communities in this district have many of the same socio-economic challenges as the rural Franklin County communities in that area. Representative Mark has been a strong voice representing rural issues.

John Barret currently represents the 1st Berkshire District. This district is in the northern part of Berkshire County. Anchored by North Adams and Adams, and containing other small rural towns, the residents of this district are still transitioning from a manufacturing economy.

Therefore, while there are unique circumstances in each of the communities in the 3 rural districts, they need to continue to be represented to preserve the rural voice. This division, along with a strong Pittsfield district, represents the Berkshire communities of interest very effectively. This is why we need 4 Berkshire districts.

The BRPC is very familiar with the demographics, economies and culture of the western Massachusetts region and would be happy to provide any data analysis as would be helpful. I'm sure our partner organizations – the Franklin Regional Council of Governments and Pioneer Valley Planning Commission – would offer the same. Please call on us if we can help.

Thank you for the opportunity to testify and thank you for your consideration of the unique needs of the Berkshire region as you make difficult decisions.

From: [Linda Dunlavy](#)
To: karen.spilka@masenate.gov; michael.rodrigues@masenate.gov; jeremy.spittle@masenate.gov; christopher.marino@masenate.gov; colby.dillon@masenate.gov; jonah.beckley@masenate.gov
Cc: [Comerford, Joanne \(SEN\)](#); adam.hinds@masenate.gov; [Thomas Matuszko](#); ["Kim Robinson"](#)
Subject: Municipal Police Reform Costs
Date: Monday, June 21, 2021 1:59:27 PM
Attachments: [image004.png](#)
[image002.png](#)



Dear President Spilka, Chairman Rodrigues and Senators Beckley, Dillon, Marino and Spittle:

Thank you so much for your support of police reform, both passing this critical and historic legislation and more recently with funding to help implement the legislation at the local level. Ensuring that all of our local and state police officers have the training and support systems required to respond appropriately during high tense and high adrenaline situations has shown too many times to be of life and death importance.

Working for and with rural municipalities, we know that many part-time officers are sorely lacking in appropriate levels of training and the cost to get these officers trained is an unexpected expense for our municipalities. We are so thankful for the \$1 million you have allocated to help cover the costs for municipal implementation.

We understand that the legislature is asked over and over again for more funding for projects, for policy implementation, for local aid, the list goes on. **And yet, we write to ask that you consider allocating more funding for police reform implementation and the costs related to training, backfill, and the use of department equipment in the upcoming supplemental budget.** While we know that some of the current lack of training is a failing of our municipalities to prioritize adequate resources to continuing education, we believe that we must also give our municipalities and police chiefs little reason to delay this pressing need further.

Thank you so much for considering the allocation of more funding for police reform implementation. We are appreciative.

Sincerely,

Linda Dunlavy, Executive Director, Franklin Regional Council of Governments

Tom Matuszko, Executive Director, Berkshire Regional Planning Commission
Kim Robinson, Executive Director, Pioneer Valley Planning Commission

Linda Dunlavy, Executive Director
Franklin Regional Council of Governments
John W. Olver Transit Center
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Greenfield, MA 01301-3351

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SCHEDULE OF MEETINGS FY2022 **DRAFT**

Commission & Executive Committee Meetings

Commission	Executive Committee
Thursday, July 8, 2021 – 6:00 p.m.	Thursday, July 8, 2021 – 5:00 p.m.
Thursday, September 16, 2021 – 7:00 p.m.*	Thursday, September 2, 2021 – 4:00 p.m.
	Thursday, October 7, 2021 – 4:00 p.m.
Thursday, November 18, 2021 – 7:00 p.m. New Delegate and Alternate training prior	Thursday, November 4, 2021 – 4:00 p.m.
	Thursday, December 2, 2021 – 4:00 p.m.
Thursday, January 20, 2022 – 7:00 p.m.	Thursday, January 6, 2022 – 4:00 p.m.
	Thursday, February 3, 2022 – 4:00 p.m.
Thursday, March 17, 2022 – 7:00 p.m.	Thursday, March 3, 2022 – 4:00 p.m.
	Thursday, April 7, 2022 – 4:00 p.m.
Thursday, May 19, 2022 – 7:00 p.m.	Thursday, May 5, 2022 – 4:00 p.m.
	Thursday, June 2, 2022 – 4:00 p.m.

***Annual Meeting**

The following committees meet as needed:

- **Berkshire Brownfields**
- **Commission Development** (and Nominating Subcommittee)
- **Comprehensive Economic Development Strategy (CEDS)**
- **Environmental Review**
- **Finance**

- **Regional Issues Committee** meetings have been held at 4:00 p.m. the 4th Wednesday of the Month.



MEMORANDUM

TO: Delegates and Alternates, Berkshire Regional Planning Commission

FROM: Thomas Matuszko, Executive Director

DATE: June 30, 2021

RE: **May & June 2021 Assistance Activities**

This report highlights technical assistance provided by the staff of the Berkshire Regional Planning Commission for the month of May and June 2021. This assistance was provided in response to requests received as identified in the Board/Organization column. Responses to requests were supported by local assessment funds or grant funds, if available and permitted by the funding agencies. This report is intended to keep municipal officials informed regarding the uses to which local assessment funds are put and to indicate the types of local and technical assistance that BRPC can provide. If assistance to others may be useful to your community, please feel free to contact us for details.

Town/City/State	Municipal Technical Assistance	Board/Organization
Clarksburg	Provided information about previous work BRPC completed for the town along with a list of future work items the Planning Board discussed.	Planning Board
Otis	Provided information about short term rental regulations.	Planning Board
Sheffield	Natural Resources & Water Maps update	Conservation Commission
Sheffield	Road Map	Select Board

Assistance Recipient	Non-Municipal Technical Assistance	Organization
	Assisted with data for a grant application.	Berkshire Grown
Lee	Provided information about possible consultants who could assist with their Community Center idea.	Lee Youth Commission