



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
Thursday, May 12, 2022 at **4:00 p.m.**

This will be a **Virtual Meeting** as allowed by Ch. 22 of the Acts of 2022 suspending certain provisions of the Open Meeting Law, G.L. c.30 sec.20 until July 15, 2022.

Join Zoom Meeting
<https://us02web.zoom.us/j/3926128831>
Meeting ID: 392 612 8831

Phone: 646.558.8656, 301.715.8592, 312.626.6799, 669.900.9128, 253.215.8782, 346.248.7799

Meeting materials are posted on BRPC's website: www.berkshireplanning.org.
Click on the calendar of events, then the meeting name and follow link to materials.

AGENDA (REVISED)

- I. Call to Order & Open Meeting Law Statement (4:00)
- II. Approval of Minutes of the Executive Committee Meeting of April 7, 2022* (4:05)
- III. Financial Reports (4:10)
 - A. April Expenditures Report *
 - B. Accounts Receivable Report
 - C. Line of Credit Report
 - D. Other (For information only)
- IV. Delegate & Alternate Issues (4:15)
- V. Items Requiring Action* (4:20)
 - A. Approval to Amend the Salary and Performance Review Policy*
 - B. Approval to Submit Grant Applications to the Planning Assistance Program with the Massachusetts Executive Office of Energy and Environmental Affairs *
 - C. Other (For information only)
- VI. Committee Reports (4:30)
 - A. Commission Development Committee
 - B. Transportation Advisory Committee (TAC)
 - C. Comprehensive Economic Development Strategy (CEDS) Committee

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. Metropolitan Planning Organization (MPO)
 - E. Regional Issues Committee
 - F. Finance Committee
 - G. Other (For information only)
- VII. Executive Director's Report (4:35)
- A. Report on New Contracts / Agreements
 - B. Berkshires Tomorrow Inc. (BTI) Update
 - C. Staff Updates
 - D. Rural Policy Advisory Commission (RPAC) Update
 - E. Census Release Date
 - F. MassDOT Long Range Transportation Plan
 - G. State and Federal Grant Sessions
 - H. Other (For information only)
- VIII. Old Business (4:55)
- A. Office Space Update
 - B. Annual Meeting*
 - C. Other (For information only)
- IX. New Business (5:05)
- A. Agency Budget
 - B. May Commission Meeting
 - C. Other (For information only)
- X. Adjournment (5:10)

Attachments:

- Unapproved Minutes of April 7, 2022, Executive Committee Meeting
- April Expenditures Reports
- April Receivables Report
- April Line of Credit Report
- Salary and Performance Review Policy – Proposed Amendments 05.12.22
- Draft Unapproved Minutes of the April 12, 2022 Commission Development Committee
- Draft Unapproved Minutes of the April 19, 2022 Transportation Advisory Committee-TAC
- Draft Unapproved Minutes of the April 20, 2022 Comprehensive Economic Development Strategy Committee
- Draft Unapproved Minutes of the April 26, 2022 Transportation / MPO
- Draft Unapproved Minutes of the April 27, 2022 Regional Issues Committee
- Draft Unapproved Minutes of the May 5, 2022 Finance Committee
- Resume – Meg Arvin
- Beyond Mobility Fact Sheets
- Recommended FY 23 BRPC Budget and Explanatory Memo
- Technical Assistance Memo April 2022
-

* Items Requiring Action



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Berkshire Regional Planning Commission

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

MEMORANDUM

TO: Executive Committee, Berkshire Regional Planning Commission
FROM: Thomas Matuszko, Executive Director
DATE: May 6, 2022
SUBJ: Item for revised Agenda – May 12, 2022, Executive Committee Meeting

The agenda have been revised regarding item V2, Items Requiring Action to:

- Correct an error. The Planning Assistance Grant Program is not within the Environmental Protection Agency.
- Seek approval for multiple Planning Assistance Grant Applications.

Below is a revised explanation.

V. Items Requiring Action

B. Approval to Submit Grant Applications to the Planning Assistance Program with the Massachusetts Executive Office of Energy and Environmental Affairs*

The Executive Committee is requested to authorize the Executive Director to submit several grant applications to MA Executive Office of Energy & Environmental Affairs – FY23 Planning Assistance Grant Program. We are still working out all the details but have been in discussion about the following possible applications.

Lanesborough – Master Plan

Approval is requested for the Executive Director to submit a grant application to the Executive Office of Energy & Environmental Affairs (EEA) to assist the Town of Lanesborough develop a Master Plan. Through this project BRPC would work with the town to develop a Master Plan. Staff lead on this project is Executive Director Tom Matuszko, tmatuszko@berkshireplanning.org .

Regional – Municipal Best Practices for Energy Self-Sufficiency

Approval is requested for the Executive Director to submit a grant application to the Executive Office of Energy & Environmental Affairs (EEA) to develop municipal best practices for energy self-sufficiency. Through this project BRPC will work with participating communities to identify both potential barriers and planning tools that communities can employ related to electric vehicles, battery storage and solar development. BRPC has already received multiple requests related to various aspects of green energy and this project will help our communities get ahead of this burgeoning issue. Communities

have multiple roles and responsibilities about green energy as they are consumers, planners, and regulatory authorities. Best practices will explore municipal energy use (both buildings and fleets), long-range planning and community character, and project review and permitting. A required match of 25% of total grant would be provided through the DLTA program. Staff lead on this project is Environmental & Energy Program Manager Melissa Provencher, mprovencher@berkshireplanning.org .

Sheffield – Implementation of Housing Production Plan

Approval is requested for the Executive Director to submit a grant application to the Executive Office of Energy & Environmental Affairs (EEA) to assist the Town of Sheffield in implementing recommendations made in the FY22 Town of Sheffield Housing Production Plan. Specific areas of technical assistance include research and identification of suitable potential housing development models and in drafting new zoning by-laws, as well as amendments to existing zoning, to enable a diverse range of housing to be built within the Town. Technical assistance will also be provided related to private-public partnerships between local employers and local, regional, and state non-profit affordable housing development organizations and in providing community education and outreach and achieving support for the resulting zoning changes. The total amount of application is up to \$50,000 (the exact budget is being finalized). A required match of 25% of total grant, up to \$12,500 will be provided through the DLTA program. Staff contact is Housing and Community Development Program Manager, Patricia Mullins, pmullins@berkshireplanning.org.