



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 4, 2023 at **4:00 p.m.**

This will be a virtual meeting as allowed by Ch. 2 of the Acts of 2023 extending certain provisions of the Open Meeting Law, G.L. c.30 sec.20 until March 31, 2025.

To participate virtually join the Zoom webinar at <https://us02web.zoom.us/j/86322995318>,
Webinar ID: 863 2299 5318, Phone: 646.558.8656, 646 931 3860, 312.626.6799, 301 715
8592

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

AGENDA

(all times approximate)

- I. Call to Order & Open Meeting Law Statement (4:00)
- II. Roll Call of Executive Committee Members Attending the Meeting
- III. Vote to Approve Minutes of the Executive Committee Meeting of April 20, 2023* (4:05)
- IV. Financial Reports (4:10)
 - A. Vote to Approve the March 31 2023 to April 27 2023, Expenditures Report*
 - B. Report on the Accounts Receivable / Assessments – March 2023 and April 2023
 - C. Report on the Line of Credit
 - D. Update on the Line of Credit Increase
- V. Comments from Berkshire Regional Planning Commission Delegates and Alternate Delegates (4:15)
- VI. Items Requiring Action* (4:20)
 - A. Vote to Approve the Submission of a Grant Application to the Community One Stop for Growth Program related to Emergency Services*
 - B. Vote to Approve the Submission of a Grant Application to the Massachusetts Clean Energy Center's (MassCEC) Equity Workforce Planning and Capacity Building Grant Program*
 - C. Vote to Approve the Submission of a Grant Application to the Community One Stop – Urban Agenda Program*
 - D. Vote to Approve the Submission of a Grant Application to the Center for Disease

City and Town Clerks: Please post this notice pursuant to the Open Meeting Law, MGL c. 30A, §§ 18-25.

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

Control Overdose Data to Action: Limiting Overdose through Collaborative Actions in Localities (OD2A Local) Comprehensive Opioid, Stimulant, and Substance Use Site-based Program*

- VII. Committee Reports and Discussion (4:25)
- A. Transportation Advisory Committee
 - B. Commission Development Committee
 - C. Nominating Subcommittee
 - D. Metropolitan Planning Organization
 - E. Finance Committee
- VIII. Executive Director's Report (4:35)
- A. Report on New Contracts / Agreements
 - B. Berkshires Tomorrow Inc. (BTI) Update
 - C. Staff Update
 - D. Rural Policy Advisory Commission (RPAC) Update
 - E. Passenger Rail
- IX. Old Business (4:40)
- A. No Old Business to Discuss
- X. New Business (4:40)
- A. Discuss Topics for the May Commission Meeting
- XI. Adjournment (4:45)

Attachments:

- Unapproved Minutes of the April 20, 2023, BRPC Executive Committee Meeting
- March 31 to April 27, 2023 Expenditures Report
- Accounts Receivable Reports – March and April 2023
- April Line of Credit Report
- Transportation Advisory Committee Draft Minutes April 18, 2023
- Commission Development Committee Draft Minutes April 18, 2023
- Nominating Subcommittee Draft Minutes April 18, 2023
- Metropolitan Planning Organization Draft Minutes April 25, 2023
- Finance Committee Draft Minutes April 27, 2023
- Finance Committee Memorandum
- Project FY 24 Budget – Revenue and Expenses
- Executive Director's Memorandum
- EOHED Press Release 4.20.23
- Western Massachusetts Passenger Rail Commission Public Hearing Notice – Worcester
- Western Massachusetts Passenger Rail Commission Public Hearing Notice – Natick
- MassDOT Press Release 4.10.23
- March Technical Assistance Memo

* Items Requiring Action



DRAFT EXECUTIVE COMMITTEE MINUTES

Thursday, April 20, 2023

Virtual meeting as allowed by Ch. 2 of the Acts of 2023 extending certain provisions of the Open Meeting Law, G.L. c.30 sec.20 until March 31, 2025.

I. Call to Order & Open Meeting Law Statement

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

Chair John Duval called the meeting to order as a virtual meeting as allowed by Ch. 2 of the Acts of 2023 extending certain provisions of the Open Meeting Law, G.L. c.30 sec.20 until March 31, 2025.

Brittany Polito and Joshua Bloom reported recording the meeting.

II. Roll Call:

Read by Office Administrator Kate Hill Tapia:

John Duval, Chair, Adams Alternate

Malcolm Fick, Vice Chair, Gt Barrington Alternate

Sheila Irvin, Clerk, Pittsfield Delegate

Buck Donovan, Treasurer, Lee Delegate

Rene Wood, Commission Development Committee Chair, Sheffield Alternate

Roger Bolton, Environmental Review Committee Chair, Williamstown Alternate

Kyle Hanlon, At-large, North Adams Delegate

Sam Haupt, At-large, Peru Delegate

Others Present: Joshua Bloom; Gail Ceresia; Brittany Polito; Mike Mach, Adams Delegate; Jonathan James, Delegate New Marlborough

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

III. Approval of April 6, 2023 Minutes

Kyle Hanlon moved to approve the April 6, 2023 meeting minutes. The motion was seconded by Rene Wood and approved by a roll call vote from John Duval, Malcolm Fick, Sheila Irvin, Roger Bolton, and Kyle Hanlon. Buck Donovan and Sam Haupt abstained; no verbal response from Rene Wood.

IV. Review of Open Meeting Law Complaint Filed by Joshua Bloom on April 6, 2023, regarding the Executive Committee's April 6, 2023 Meeting

Tom Matuszko read the following statement:

Review of Open Meeting Law Complaint:

- We received an Open Meeting Law complaint from Joshua Bloom on April 6, 2023, concerning the Committee's April 6, 2023 meeting.
- Everyone should have a copy of the complaint.
- The complaint alleges that the Committee violated the Open Meeting Law for a few reasons:
 - First, the Committee's meeting notice did not include topics concerning financial expenditures of the Housatonic Rest of River Municipal Committee.
 - Second, the complaint questions two topics on the meeting notice.
 - And Third, public comment was not received by the Committee at the April 6 meeting.
 - There were some other issues raised in the complaint that do not pertain to the April 6 meeting or are not within the Committee's purview under the Open Meeting Law.
- Regarding the Rest of River financial expenditures, this was not on the meeting notice because there were no expenditures related to the Rest of River Municipal Committee in the period covered by the financial reporting for the April 6 meeting.
- Regarding the meeting notice topics, counsel has advised that under the Open Meeting Law, meeting notice topics must have sufficient specificity to reasonably advise the public of the issues to be discussed at the meeting, which means a reasonable member of the public could read the topic and understand the anticipated nature of the Committee's discussion.
- One topic mentioned in the complaint read "Other (For information only)". This follows a practice of the Committee to address topics that were not reasonably anticipated when preparing and posting the meeting notice. To avoid any confusion, going forward, this recurring topic will be removed from meeting agendas. If a topic comes up after posting, the meeting notice will be amended if possible and the Chair will identify the new topic at the meeting.
- Another topic read "Delegate & Alternate Issues." Each of BRPC's municipalities has a Delegate and an Alternate Delegate. This agenda item was to enable the Delegates and Alternates to share any items occurring in their municipalities. Going forward, this topic will be clarified to read "Comments from Berkshire Regional Planning Commission Delegates & Alternate Delegates."
- Regarding public comment, counsel has advised that under the Open Meeting Law the Committee is not required to have a public comment period or to receive public comment at meetings. The Committee sometimes has public comment listed on its meeting notices or accepts public comment at meetings on a case-by-case basis, but it opted not to do so at the meeting

on April 6. Future meetings may include a public comment period.

- Counsel has prepared a draft response letter to this complaint.
- I am looking for a motion and a vote to delegate responsibility to respond to this Open Meeting Law complaint to counsel and the Executive Director.

V. Vote to Delegate the Responsibility to Respond to the Open Meeting Law Complaint Filed by Joshua Bloom on April 6, 2023, to Counsel and the Executive Director

Rene Wood moved to delegate the responsibility to respond to the open meeting law complaint filed by Joshua Bloom on April 6, 2023, to counsel and the executive director. Roger Bolton seconded the motion, which was approved by a roll call vote: John Duval, Malcolm Fick, Sheila Irvin, Roger Bolton, Rene Wood, Kyle Hanlon, Buck Donovan, and Sam Haupt.

X. Adjournment

Rene Wood motioned to adjourn the meeting, seconded by Kyle Hanlon, and unanimously approved by a roll call vote: John Duval, Malcolm Fick, Buck Donovan, Rene Wood, Sheila Irvin, Roger Bolton, Kyle Hanlon, and Sam Haupt.

The meeting adjourned at 5:10 pm.

Attachments:

- Unapproved Minutes of the April 6, 2023, BRPC Executive Committee Meeting

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From March 31, 2023 to Apr 27, 2023

Filter Criteria includes: Report order is by Date.

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
16856	4/1/23	BERKSHIRES TOMORROW, INC.	2,437.50	040 ADMIN	Admin	Software Lease Pymt #4
16857	4/1/23	MIIA HEALTH BENEFITS TRUST	2,283.59	040 ADMIN	Admin	Dental Insurance
16858	4/1/23	MIIA HEALTH BENEFITS TRUST	51,561.96	040 ADMIN	Admin	Health Insurance
16859	4/1/23	MUTUAL OF OMAHA	675.05	040 ADMIN	Admin	Life: STD; LTD
16860	4/5/23	VALERIE BIRD	206.98	650 DPH/SS	Public Health Excellence for Shared Services Grant Program	Expense Form
16861	4/5/23	GARY CARDOT	47.71	167 BBPC	Berkshire Bike Path Council	Supplies Reimbursement
16862	4/5/23	LAURA CHRISTENSEN	1,000.00	637 EDA/COVIDRRP	EDA COVID-19 Regional Recovery Project	Subcontractor
16863	4/5/23	MARJORIE COHAN	75.00	167 BBPC	Berkshire Bike Path Council	Supplies Reimbursement
16864	4/5/23	BRITNEY DANIALS	119.18	---	Varied Projects	Expense Form
16865	4/5/23	LESLIE DRAGER	60.48	284 BPHN/PHN	Public Health Nursing Program	Expense Form
16866	4/5/23	EDWARD FAHEY	160.31	283 BPHA/INSP	Berkshire Public Health Alliance - Regional Pub	Expense Form
16867	4/5/23	WYLIE GOODMAN	19.91	514 ADM/EDP	Adams - Shared Economic Development Planner	Expense Form
16868	4/5/23	CORNELIUS HOSS	52.14	---	Varied Projects	Expense Form
16869	4/5/23	SETH JENKINS	20.31	---	Varied Projects	Expense Form
16870	4/5/23	DAVID W KELLEY	920.00	040 ADMIN	Admin	Cleaning
16871	4/5/23	LAURA KITROSS	94.77	---	Varied Projects	Expense Form
16872	4/5/23	MASS STATE BOARD OF RETIREMENT	10,553.76	---	---	Retirement
16873	4/5/23	COURTENY MOREHOUSE	245.98	---	Varied Projects	Expense Form
16874	4/5/23	MUTZ, ANN MARIE	1,000.00	646 DPH/MASSCALL3	DPH MASS CALL 3 - Substance Misuse Prevention Grant Program - Overdose Data to Action	Subcontractor
16875	4/5/23	NEW ENGLAND NEWSPAPERS, INC	5,812.80	---	Varied Projects	Communications
16876	4/5/23	CITY OF PITTSFIELD	425.00	040 ADMIN	Admin	Parking
16877	4/5/23	THE COOPER CENTER, LLC	8,636.10	040 ADMIN	Admin	Rent
16878	4/5/23	LINDSEY ROSA	2,475.00	720 NEA/MCLA	National Endowment for the Arts - Massachusetts College of Liberal Arts	Subcontractor
16879	4/5/23	NED SAVISKI	121.40	---	Varied Projects	Expense Form

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From March 31, 2023 to Apr 27, 2023

Filter Criteria includes: Report order is by Date.

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
16880	4/5/23	SHAMIA SHEPHERD	1,050.00	646 DPH/MASSCALL3	DPH MASS CALL 3 - Substance Misuse Prevention Grant Program - Overdose Data to Action	Subcontractor
16881	4/5/23	CHRISTOPHER SKELLY	196.50	696 LEE/MPOSRP	Lee - Master Plan	Expense Form
16882	4/5/23	NANCY SLATTERY	201.04	650 DPH/SS	Public Health Excellence for Shared Services Grant Program	Expense Form
16883	4/5/23	ELIZABETH STRICKLER	2,866.67	606 BMC/PTSFA	Boston Medical Center - Pittsfield Fiscal Agent HEALING Communities	Subcontractor
16884	4/5/23	COLIN SYKES	469.86	650 DPH/SS	Public Health Excellence for Shared Services Grant Program	Expense Form
16885	4/5/23	TD CARD SERVICES	11,673.51	040 ADMIN	Admin	March 2023 Credit Card Payment <i>(see below)</i>
16886	4/5/23	KENNETH WALTO	31.18	694 AF/SS/E&F	Administration and Finance Shared Services - Efficiency & Regionalization Grant Program	Expense Form
16887	4/18/23	AAIM TRAINING AND CONSULTING LLC	22.03	040 ADMIN	Admin	Background Checks
16888	4/18/23	BECKS PRINTING	907.00	646 DPH/MASSCALL3	DPH MASS CALL 3 - Substance Misuse Prevention Grant Program - Overdose Data to Action	Printing
16889	4/18/23	CARA BORELLI	187.50	646 DPH/MASSCALL3	DPH MASS CALL 3 - Substance Misuse Prevention Grant Program - Overdose Data to Action	Subcontractor
16890	4/18/23	MARIE BRADY	99.07	---	Varied Projects	Expense Form
16891	4/18/23	GEORGE B CRANE MEMORIAL CENTER	444.00	526 BCSO/OPIOID22	Berkshire County Sheriff's Office - OPIOID22	Subcontractor
16892	4/18/23	SARAH KANGAS	3,000.00	640 NEAETC/CR123	New England AIDS Education & Training Center - Community Research Initiative of New England, Inc	Subcontractor
16893	4/18/23	LAMAR COMPANIES	4,250.00	---	Varied Projects	Communications
16894	4/18/23	MASS STATE BOARD OF RETIREMENT	10,073.44	---	---	Retirement
16895	4/18/23	MASSACHUSETTS MUNICIPAL ASSOCIATION	35.00	040 ADMIN	Admin	Conference Registration - Matuszko, T

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From March 31, 2023 to Apr 27, 2023

Filter Criteria includes: Report order is by Date.

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
16896	4/18/23	NBCC	9,900.00	609 HRIA/CHIP	Health Resources in Action - Community Health Improvement Planning	Subcontractor
16897	4/18/23	RAINBOW DISTRIBUTING COMPANY INC	116.90	040 ADMIN	Admin	Water
16898	4/18/23	RAIS	8,964.44	040 ADMIN	Admin	Insurance Policy Renewal
16899	4/18/23	SPECTRUM HEALTH SYSTEMS	887.53	606 BMC/PTSFA	Boston Medical Center - Pittsfield Fiscal Agent HEALING Communities	Subcontractor
16900	4/18/23	TPX COMMUNICATONS	1,629.57	040 ADMIN	Admin	Telephone
16901	4/18/23	VALLEY GREEN SHREDDING, LLC	35.00	040 ADMIN	Admin	Recycling
16902	4/18/23	WB MASON COMPANY INC	89.24	040 ADMIN	Admin	Supplies
16903	4/26/23	1BERKSHIRE	5,496.64	637 EDA/COVIDRRP	EDA COVID-19 Regional Recovery Project	Subcontractor
16904	4/26/23	ABC TRUCKING	300.00	040 ADMIN	Admin	Labor Services
16905	4/26/23	AMHERST NURSERIES INC	2,649.00	661 LEN/MVP	Lenox Municipal Vulnerability Preparedness	Arbor Day Supplies
16906	4/26/23	TOWN OF DALTON	3,500.00	653 BRPC/INSREB	BRPC Insurance Reimbursement - Covid-19	Mini Grant
16907	4/26/23	DONOVAN O'CONNOR & DODIG, LLP	180.00	716 EPA/RLF2	Environmental Protection Agency Revolving Loan Fund	Legal Services
16908	4/26/23	TOWN OF EGREMONT	1,400.00	653 BRPC/INSREB	BRPC Insurance Reimbursement - Covid-19	Mini Grant
16909	4/26/23	LAMAR COMPANIES	---	---	---	Voided
16910	4/26/23	LAMAR COMPANIES	1,600.00	606 BMC/PTSFA	Boston Medical Center - Pittsfield Fiscal Agent HEALING Communities	Communications
16911	4/26/23	GEORGE B CRANE MEMORIAL CENTER	60.00	526 BCSO/OPIOID	Berkshire County Sheriff's Office - OPIOID	Subcontractor
16912	4/26/23	MACFARLANE OFFICE PRODUCTS, INC.	971.37	040 ADMIN	Admin	Printing
16913	4/26/23	KELLIE MEISL	384.00	526 BCSO/OPIOID	Berkshire County Sheriff's Office - OPIOID	Subcontractor
16914	4/26/23	MIYARES AND HARRINGTON LLP	247.50	040 ADMIN	Admin	Legal Services
16915	4/26/23	QUALPRINT	278.00	606 BMC/PTSFA	Boston Medical Center - Pittsfield Fiscal Agent HEALING Communities	Printing

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From March 31, 2023 to Apr 27, 2023

Filter Criteria includes: Report order is by Date.

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
16916	4/26/23	TOWN OF WASHINGTON	2,610.00	681 NEHA-FDA/FSPA	NEHA-FDA Retail Flexible Funding Alliance Food Safety Program Advancement	BOH Online Permit Reimbursement
16917	4/26/23	TURLEY PUBLICATIONS INC	171.00	694 AF/SS/E&F	Administration and Finance Shared Services - Efficiency & Regionalization Grant Program	Job Ad - Shared Town Administrator
16918	4/26/23	THE COOPER CENTER, LLC	2,250.28	040 ADMIN	Admin	Utilities
16919	4/26/23	VALLEY GREEN SHREDDING, LLC	35.00	040 ADMIN	Admin	Recycling
1260	4/17/23	AK CONSTRUCTION	13,590.00	631 DAL/CDBG	Dalton - Community Development Block Grant	Subcontractor
1261	4/17/23	EMERALD LEAD TESTING	694.00	631 DAL/CDBG	Dalton - Community Development Block Grant	Subcontractor

Total 182,551.20

March 2023 Credit Card Charges

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD	3/1/23	META PLATFORMS INC	99.82	---	Varied Projects	Communications
CCARD	3/1/23	AMAZON.COM	62.27	040 ADMIN	Admin	Supplies
CCARD	3/1/23	AMAZON.COM	26.90	040 ADMIN	Admin	Supplies
CCARD	3/2/23	NEIWPC	826.00	650 DPH/SS	Public Health Excellence for Shared Services Grant Program	Soil Evaluation Training - Sykes, C
CCARD	3/3/23	AMAZON.COM	0.28	040 ADMIN	Admin	Backup to Archive
CCARD	3/3/23	GODADDY.COM	21.17	040 ADMIN	Admin	Computer Software
CCARD	3/5/23	SURVEY MONKEY	2,160.00	---	Varied Projects	Computer Software
CCARD	3/6/23	AMAZON.COM	147.96	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3 - Substance Misuse Prevention	Supplies
CCARD	3/7/23	GOTPRINT.COM	46.76	040 ADMIN	Admin	Business Cards - McKeever, A
CCARD	3/7/23	AED SUPERSTORE	268.76	284 BPHN/PHN	Berkshire Public Health Alliance - Regional Public Health Nursing Program	Supplies

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From March 31, 2023 to Apr 27, 2023

Filter Criteria includes: Report order is by Date.

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD	3/8/23	IS DECISIONS	528.16	040 ADMIN	Admin	Computer Software
CCARD	3/9/23	CODE42	9.99	040 ADMIN	Admin	Computer Software
CCARD	3/12/23	ZOOM VIDEO COMMUNICATIONS, INC.	1,389.10	040 ADMIN	Admin	Computer Software
CCARD	3/16/23	MAPHN	185.00	284 BPHN/PHN	Berkshire Public Health Alliance - Regional Public Health Nursing Program	2023 Conference - Drager, L
CCARD	3/16/23	ON A ROLL CAFE & CATERING CO	28.89	606 BMC/PTSFA	Boston Medical Center - Pittsfield Fiscal Agent HEALING Communities	Meals - Naloxone Training
CCARD	3/16/23	STRAIGHT TALK WIRELESS	37.66	040 ADMIN	Admin	Telephone
CCARD	3/20/23	AMAZON.COM	18.98	040 ADMIN	Admin	Computer Equipment
CCARD	3/20/23	MENTIMETER.COM	119.92	040 ADMIN	Admin	Annual Subscription
CCARD	3/21/23	LULUS TINY GROCERY	45.75	606 BMC/PTSFA	Boston Medical Center - Pittsfield Fiscal Agent HEALING Communities	Meals - Naloxone Training
CCARD	3/22/23	MARKETPLACE CAFE	179.25	284 BPHN/PHN	Berkshire Public Health Alliance - Regional Public Health Nursing Program	Meals - Alliance Governing Board
CCARD	3/24/23	CONSTANT CONTACT, INC	70.00	040 ADMIN	Admin	Newsletter Subscription
CCARD	3/24/23	PERFECTGIFT.COM	1,663.40	610 HRIA/G2G	Health Resources in Action - Grey to Green	Audit Compensation Gift Cards
CCARD	3/24/23	AED SUPERSTORE	1,800.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3 - Substance Misuse Prevention	Supplies - Sharps Containers
CCARD	3/27/23	AMAZON.COM	22.68	610 HRIA/G2G	Health Resources in Action - Grey to Green	Supplies
CCARD	3/27/23	MARKETPLACE CAFE	237.94	610 HRIA/G2G	Health Resources in Action - Grey to Green	Meals - Grey to Green Meeting
CCARD	3/27/23	PERFECTGIFT.COM	1,636.62	610 HRIA/G2G	Health Resources in Action - Grey to Green	Audit Compensation Gift Cards
CCARD	3/28/23	LULUS TINY GROCERY	40.25	606 BMC/PTSFA	Boston Medical Center - Pittsfield Fiscal Agent HEALING Communities	Meals - Naloxone Training

Total

11,673.51

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of Mar 31, 2023

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

<u>Customer ID</u>	<u>Customer</u>	<u>Over 90 days</u>	<u>Amount Due</u>	<u>Notes</u>
283 BPHA/INSP/DAL	TOWN OF DALTON		675.00	
283 BPHA/INSP/MDL	TOWN OF MIDDLEFIELD	1,275.00	2,550.00	Payment is on the way
284 BPHA/PHN/CHS	TOWN OF CHESHIRE		1,154.00	
284 BPHA/PHN/CLK	TOWN OF CLARKSBURG		767.62	
284 BPHA/PHN/WMS	TOWN OF WILLIAMSTOWN		1,711.73	
319/ROR	REST OF RIVER COMMITTE MEMBERS		34,575.51	
326/BURN/DAL	DALTON FIRE DEPT	115.00	115.00	Spoke with Melanie, payment on its way
326/BURN/GTB	GREAT BARRINGTON FIRE DEPT	115.00	115.00	Payment to be sent out 4/5/23
326/BURN/TOLLAND	TOLLAND VOLUNTEER FIRE DEPT	115.00	115.00	Resent invoice 3/28/23
427 ADM/BFASSESS	TOWN OF ADAMS	514.97	514.97	Will be paid on next warrant
432 LAN/ECON	TOWN OF LANESBOROUGH		1,756.75	
440/TPL	MASSDOT#75425 - TPL		43,179.85	
483 NAD/ASSESS	CITY OF NORTH ADAMS		5,613.65	
518-519 FRCOG/BRMC	FRANKLIN REGIONAL COUNCIL OF GOVT		5,852.08	
526 BCSO/OPIOID19	BERKSHIRE COUNTY SHERIFFS OFFICE		6,250.00	
538 ADM/CLNUP	TOWN OF ADAMS	6,545.60	6,545.60	Will be paid on next warrant
560 SEALCOATING	SEALCOATING INC	1,663.15	2,833.29	Will be paid next check run
570 SHF-NMB-OTS/CDBG	TOWN OF SHEFFIELD		82,552.00	
606 BMC/PTSFA	BOSTON MEDICAL CENTER		22,651.32	
616 WMPHA	WESTERN MASS PUBLIC HEALTH ASSOCIATION		2,000.00	
631 DAL/CDBG	TOWN OF DALTON	42,572.51	196,228.01	CDBG often has a lengthy turnaround time
632 NHD/COSSAP	CITY OF NORTHAMPTON		893.25	
637 EDA/COVIDRRP	637 EDA/COVIDRRP		57,849.08	
664 CLK/MVP	TOWN OF CLARKSBURG		4,219.43	
665 CLK/GC	TOWN OF CLARKSBURG		728.11	
674 WMS/OSRP	TOWN OF WILLIAMSTOWN		1,659.65	
680 CHS/ZH	TOWN OF CHESHIRE		153.46	
687 NAD/GC	CITY OF NORTH ADAMS		801.82	
696 LEE/MPOSRP	TOWN OF LEE		12,240.56	
711 CLK/GW	TOWN OF CLARKSBURG		5,599.59	
718 LEE/SRPP	TOWN OF LEE		2,321.78	
726 CHS/ADA	TOWN OF CHESHIRE		5,933.74	

Report Total

52,916.23 510,156.85

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of Apr 30, 2023

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

<u>Customer ID</u>	<u>Customer</u>	<u>Over 90 days</u>	<u>Amount Due</u>	<u>Notes</u>
283 BPHA/INSP/BKT	TOWN OF BECKET		7,152.75	
283 BPHA/INSP/DAL	TOWN OF DALTON		675.00	
283 BPHA/INSP/MDF	TOWN OF MIDDLEFIELD	1,275.00	2,550.00	Invoice resent and left voicemail
283 BPHA/INSP/RCH	TOWN OF RICHMOND		4,412.50	
283 BPHA/INSP/WND	TOWN OF WINDSOR		2,150.00	
284 BPHA/PHN/BHDC	BERKSHIRE HOUSING DEVELOPMENT CORP		600.00	
284 BPHA/PHN/BKT	TOWN OF BECKET		964.68	
284 BPHA/PHN/CHS	TOWN OF CHESHIRE	1,154.00	2,308.01	Payment being processed
284 BPHA/PHN/CLK	TOWN OF CLARKSBURG	767.62	1,535.22	Invoice Resent 4/27/23
284 BPHA/PHN/HAN	TOWN OF HANCOCK		551.25	
284 BPHA/PHN/NAS	TOWN OF NEW ASHFORD		596.86	
284 BPHA/PHN/RCH	TOWN OF RICHMOND		1,125.00	
284 BPHA/PHN/RIV	RIVER RUN APARTMENTS		183.34	
284 BPHA/PHN/SAV	TOWN OF SAVOY		577.50	
284 BPHA/PHN/WMS	TOWN OF WILLIAMSTOWN	1,711.73	3,423.44	Payment will be sent out next week
319/ROR	REST OF RIVER COMMITTE MEMBERS		21,897.84	
326/BURN/TOLLAND	TOLLAND VOLUNTEER FIRE DEPT	115.00	115.00	Left voicemail
350/BCBOHA	BERKSHIRE COUNTY BOARDS OF HEALTH ASSOC		810.21	
432 LAN/EDP	TOWN OF LANESBOROUGH	1,756.75	1,756.75	Laura B to follow up
440/TPL	MASSDOT#75425 - TPL		43,179.85	
446 GTB/EP	TOWN OF GREAT BARRINGTON		5,580.00	
483 NAD/ASSESS	CITY OF NORTH ADAMS		5,613.65	
493 RCH/EP	TOWN OF RICHMOND		90.00	
514 ADM/EP	TOWN OF ADAMS		3,379.91	
516/FRCOG/EPP	FRANKLIN REGIONAL COUNCIL OF GOVERNMENT		38,197.00	
524 DAL/SW	TOWN OF DALTON		416.38	
526 BCSO/OPIOID19	BERKSHIRE COUNTY SHERIFFS OFFICE		6,250.00	
560 APALACHEE	APALACHEE, LLC		22,358.12	
560 CENTURY AGGR	CENTURY AGGREGATES, INC.		2,983.88	
560 EJ PRESCOTT, INC	EJ PRESCOTT, INC.		264.26	
560 INNOVATIVE	INNOVATIVE MUNICIPAL PRODUCTS		874.37	
560 SEALCOATING	SEALCOATING INC	2,833.29	2,833.29	Payment sent out 4/28/23
560 TROY SAND & GRAV	TROY SAND AND GRAVEL		267.45	
569 DOER/REPA	COMMONWEALTH OF MASS		6,922.14	
570 SHF-NMB-OTS/CDBG	TOWN OF SHEFFIELD		4,405.00	
606 BMC/PTSFA	BOSTON MEDICAL CENTER		31,315.29	

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

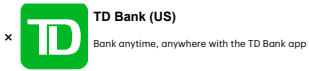
As of Apr 30, 2023

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

<u>Customer ID</u>	<u>Customer</u>	<u>Over 90 days</u>	<u>Amount Due</u>	<u>Notes</u>
616 WMPHA	WESTERN MASS PUBLIC HEALTH ASSOCIATION		2,000.00	
631 DAL/CDBG	TOWN OF DALTON	42,572.51	196,228.01	CDBG has lengthy turnaround time
632 NHD/COSSAP	CITY OF NORTHAMPTON	893.25	893.25	Payment being processed
637 EDA/COVIDRRP	637 EDA/COVIDRRP		71,033.60	
640 NEATC/CRI/HCV	COMMUNITY RESEARCH INITIATIVE		3,427.80	
647 TOWN OF GTB	TOWN OF GREAT BARRINGTON		573.91	
648 GTB/GC	TOWN OF GT BARRINGTON		2,130.09	
654 MTW/MVP	TOWN OF MT WASHINGTON		307.47	
655 MTW/HM	TOWN OF MT WASHINGTON		304.54	
658 CHS/MVP	TOWN OF CHESHIRE		4,381.63	
661 TOWN OF LENOX	TOWN OF LENOX		17,373.99	
664 CLK/MVP	TOWN OF CLARKSBURG	4,219.43	4,219.43	Courteny to follow up
665 CLK/GC	TOWN OF CLARKSBURG	728.11	1,867.77	Melissa to follow up
672 DHCD/HOUSE	DHCD		5,103.19	
673 WMS/HNA	TOWN OF WILLIAMSTOWN		1,665.31	
674 WMS/OSRP	TOWN OF WILLIAMSTOWN		2,366.49	
680 CHS/ZH	TOWN OF CHESHIRE	153.46	1,461.53	Payment will be sent out 5/4/23
686 ADM/GC	TOWN OF ADAMS		1,856.33	
687 NAD/GC	CITY OF NORTH ADAMS	801.82	2,419.86	Melissa to follow up
691 CHS/GC	TOWN OF CHESHIRE		743.80	
696 LEE/MPOSRP	TOWN OF LEE		14,951.29	
703 WST/GC	TOWN OF WEST STOCKBRIDGE		803.21	
706 ADM/SW	TOWN OF ADAMS		2,020.27	
711 CLK/GW	TOWN OF CLARKSBURG		6,609.68	
714 LEE/HMMVP	TOWN OF LEE		5,703.26	
716 EPA/RLF	ENVIRONMENTAL PROTECTION AGENCY		5,130.74	
718 LEE/SRPP	TOWN OF LEE		7,334.76	
724 HAN/VMP	TOWN OF HANCOCK		2,443.44	
726 CHS/ADA	TOWN OF CHESHIRE		4,288.46	
727 LAN/ADA	TOWN OF LANESBOROUGH		11,148.68	
728 MAPC/MCSP	METROPOLITAN AREA PLANNING COUNCIL		4,492.11	
WMPHA	WESTERN MASS PUBLIC HEALTH ASSOCIATION		656.43	

Report Total

58,981.97 614,256.27



GET



Accounts

Current Balance
\$0.00

Available Credit	\$230,000.00
Amount Due	\$0.00
Payment Due Date	May 5, 2023

Account name

CREDITLINE

Account number	x0001 ⊕
Interest rate	9.00%
Interest paid YTD	\$0.00
Interest paid last year	\$0.00
Current fees	\$0.00



MEMORANDUM

TO: Executive Committee, Berkshire Regional Planning Commission
FROM: Thomas Matuszko, Executive Director
DATE: April 28, 2023
SUBJ: Agenda Items – May 4, 2023, Executive Committee Meeting

IV. Financial Reports

B. **Report on the Accounts Receivable / Assessments – March 2023 and April 2023**

The March Accounts Receivable report was inadvertently omitted from the material for last month's meeting. It is included in this month's meeting material.

VI. Items Requiring Action

A. **Vote to Approve the Submission of a Grant Application to the Community One Stop for Growth Program related to Emergency Services***

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 Community - One Stop for Growth program related to Emergency Services. This regional planning project will assess rural and small-town fire departments and examine EMS services in Berkshire County and make recommendations about what is needed in terms of personnel, equipment, and training. If awarded, this project would begin in FY24. The amount requested is \$100,000. There is no match required. Planner Jaymie Zapata jzapata@berkshireplanning.org, x40, is the BRPC contact.

B. **Vote to Approve the Submission of a Grant Application to the Massachusetts Clean Energy Center's (MassCEC) Equity Workforce Planning and Capacity Building Grant Program***

The Executive Committee is requested to authorize the Executive Director to submit a grant application to the Massachusetts Clean Energy Center (MassCEC) Equity Workforce Planning and Capacity Building Grant Program and to sign resulting contracts and agreements. Working with a diverse group of partners including Berkshire Environmental Action Team, Berkshire Black Economic Council, Berkshire Community College, McCann Technical High School, Taconic High School, and the Berkshire Innovation Center, the

BRPC Environmental and Energy Program and Economic Development Program seek to apply for \$50,000 in funding through MassCEC to develop an Equitable Workforce Development Plan. Efforts will culminate with a plan which identifies any additional capacity needs for both BRPC and our partner organizations, an analysis of the current workforce needs of the Green Energy and Technology sector and a plan to develop a pipeline to meet those needs while providing opportunities to underrepresented populations and Berkshire County residents. There is no BRPC match requirement. Primary staff contact is Sherdyl Fernandez-Aubert, Environmental and Energy Planner, at sfernandez-aubert@berkshireplanning.org.

C. Vote to Approve the Submission of a Grant Application to Community One Stop – Urban Agenda Program*

The Executive Committee is requested to authorize the Executive Director to submit a grant application to the Massachusetts Executive Office of Housing and Economic Development Urban Agenda program and sign any resulting contracts and agreements. The Commercial District Recovery Planning will continue and build upon efforts of the Local Rapid Recovery Planning work done by BRPC as a pre-qualified consultant selected by Adams, Great Barrington, North Adams, and Williamstown. Commercial District Recovery Planning assistance will also be offered, to the extent possible, to communities that did not participate in LRRP under DHCD in 2021. Example projects which will be advanced in their preparation for seeking implementation grant funds will be wayfinding projects, business guidebooks, walkability improvements, public art projects, and façade improvement programs. The total amount requested is \$100,000.00. There is no match required. Staff lead on this project is Laura Brennan, Economic Development Program Manager, lbrennan@berkshireplanning.org, x14.

D. Vote to Approve the Submission of a Grant Application to the Center for Disease Control Overdose Data to Action: Limiting Overdose through Collaborative Actions in Localities (OD2A Local) Comprehensive Opioid, Stimulant, and Substance Use Site-based Program

The Executive Committee is requested to authorize the Executive Director to submit a grant application to the CDC's Overdose Data to Action: Limiting Overdose through Collaborative Actions in Localities program. BRPC's Berkshire Overdose Addiction Prevention Collaborative (BOAPC) will use these grant funds to extend and expand the [Berkshire Post Overdose Program](#) (BPOP), a new initiative that provides EMS and Behavioral Health co-response to those who have recently experienced an overdose or are otherwise at higher risk for overdose. This \$1,000,000 five-year grant will be a collaborative project between BRPC, Northern Berkshire EMS, County Ambulance, Southern Berkshire Ambulance Squad, The Brien Center, Berkshire Harm Reduction, Rural Recovery Resources The George B. Crane Memorial Center, and other community partners involved in BOAPC. There is no match required. Staff lead on this project is Andy Ottoson, aottoson@berkshireplanning.org, ex. 37.

VII. Committee Reports and Discussion

A. Transportation Advisory Committee (TAC)

The TAC met on April 18, 2023. The final draft of the 2024-2028 Transportation Improvement Plan (TIP) was approved to be recommended to the Metropolitan Planning Organization (MPO). Updates were shared regarding pavement state of repair and recommended projects for inclusion in the 2024 RTP. Draft meeting minutes are in this meeting's packet.

B. Commission Development Committee

The Commission Development Committee met April 18, 2023 to establish a nominating committee to recommend a slate of officers for FY24. Draft minutes are in this meeting's packet.

C. Nominating Subcommittee

The committee met April 18 and confirmed a proposed slate of officers to be presented at the May 18 Commission meeting. Officers will be elected at the first meeting after July 1, 2023 in the new fiscal year. Draft minutes are in this meeting's packet.

D. Metropolitan Planning Organization (MPO)

The MPO met on April 25, 2023. 2023-2027 TIP amendments were approved as was the release of the Highway and Transit TIP document for the 21-day public comment period. There was also an update on the development of the Regional Transportation Plan. Draft minutes of the meeting are in the packet.

E. Finance Committee

The Finance Committee met April 27, 2023, reviewed the FY2024 Budget and approved it for recommendation to the full Commission on May 18. Other topics shown in the draft minutes in the meeting packet.

VIII. Executive Director's Report

A. Report on New Contracts/Agreements

New Grants and Contracts received/initiated from 3/31/2023 to 4/27/2023.

- Williamstown – Open Space and Recreation Plan - \$5,000
- Northampton Health Department - Comprehensive Opioid, Stimulant, and Substance Abuse Site-Based Program - \$10,000
- Berkshire Public Health Alliance – Inspection Services FY24:
 - Becket - \$31,186
 - Egremont - \$11,730
 - Middlefield - \$5,200
 - Washington - \$4,500
 - Windsor - \$9,030
- Berkshire Public Health Alliance – Public Health Nursing Services FY24:
 - Adams - \$4,367
 - Becket - \$3,858.75
 - Clarksburg - \$3,070.46
 - Hinsdale - \$3,141.60
 - Washington - \$2,310

- West Stockbridge - \$3,000
- Williamstown - \$6,846.90

Grants and Contracts not received.

We are not aware of any grants and contracts not received.

B. Berkshires Tomorrow Inc. (B.T.I.) Update

There has been no recent activity of Berkshires Tomorrow inc.

C. Staff Update

- Open Positions: BRPC has several open positions, including:
 - Community Planning position
 - Transportation Planning position
 - Public Health Housing Specialist

D. Rural Policy Advisory Commission (RPAC) Update

The Rural Policy Advisory Commission met on April 14, 2023. Secretary Yvonne Hao and Undersecretary Ashley Stolba from the Executive Office of Housing and Economic Development attended. They provided an update about the newly created Director of Rural Affairs position, a realignment of the secretariat, and efforts to create a new economic plan which is required when a Governor is elected.

E. Passenger Rail

- West-East Rail - The Special Commission to address West-East Passenger Rail governance and operations will hold two hearings on May 16, 2023 in Worcester and Natick. The Worcester hearing will be held at 10 am at Worcester State University. The Natick hearing will be held at 2 pm at the Morse Institute Library.
- Berkshire Flyer - The Berkshire Flyer working group continues to coordinate and implement advertising efforts as well as trying to secure rental cars at the BRTA Intermodal system in anticipation of the Memorial Day weekend start.
- Northern Tier Passenger Rail – There has been no additional activity since the January 11, 2023 meeting.

IX. Old Business

A. No Old Business to Discuss

X. New Business

A. May Commission Meeting

The next Full Commission meeting is scheduled for May 18, 2023. Potential items required or previously mentioned include:

- Adoption of the FY 2024 budget
- Report of the Nominating Committee
- Possible "primer" on digital equity planning
- Cyber security
- Meet with legislators
- Meet with Governor Healey’s Western Mass Director



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

MINUTES OF THE Berkshire Transportation Advisory Committee (TAC) Tuesday, April 18, 2023

Meeting Held Via Zoom Video Communications

Meeting Materials: <https://berkshireplanning.org/event/transportation-advisory-committee-meeting/>

TAC Representatives/Alternates:

Sam Haupt, Chair	Town of Peru
Bill Elovirta	Town of Becket
Jim Noe	Town of Egremont
George McGurn	Town of Egremont
Tom Hutcheson	Town of Dalton
Steve Savaria	Fuss & O'Neill

Others Present:

Peter Frieri	MassDOT D1
Chris Klem	MassDOT OTP
Clete Kus	BRPC
Anuja Koirala	BRPC
Nick Russo	BRPC
Ellen Moshier	CHA

I. Call to Order

Mr. Haupt called the meeting to order at 4:00 p.m.

II. Opportunity for Public Comment

There were no public comments.

III. Introductions

Meeting attendees introduced themselves.

IV. Approval of the Meeting Minutes from March 21, 2023 TAC meeting

Motion by Mr. Elovirta, seconded by Mr. McGurn, to approve the minutes of the March 21, 2023, meeting.

VOICE VOTE: Motion carried unanimously.

V. Discussion on draft 2024 – 2028 Transportation Improvement Program, recommend MPO release draft for comment

Ms. Koirala presented a follow-up to the previous scenario-planning recommendations from the MPO. The full draft 2024-2028 TIP list was presented, including state prioritized projects and bridges.

Mr. McGurn noted that the Mount Washington Rd project has received final sign-offs and is ready to proceed.

Ms. Koirala presented Transit project TIP lists for 2024-2028. Most projects utilize 5307 funds, with some new bus replacements funded via Section 5339. State and federal obligations are now shown separately in the listings.

Mr. Haupt queried about the types of bus replacements being purchased. Hydrogen or electric bus vehicles are under consideration. Hydrogen is being considered as a preferred option by BRTA.

Mr. McGurn emphasized prioritizing electric or hydrogen bus vehicles for replacements. Ms. Koirala responded

that BRTA staff may be invited to the next TAC and MPO meetings to discuss further development of an alternative-fuel bus fleet.

Mr. McGurn moved that the final draft of the 2024-2028 TIP be recommended to the MPO. Seconded by Mr. Elovirta.

VOICE VOTE: Motion carried unanimously.

VI. Update on the 2024 Regional Transportation Plan

Mr. Russo shared updates regarding pavement state of repair and recommended projects for inclusion in the 2024 RTP. Pavement rehabilitation projects are suggested in Pittsfield, Lanesboro, Cheshire, Adams, and Sheffield. A road conditions map is now prepared that provides color-coding for federal-aid roads, based on recent pavement condition data from MassDOT and PASER inspection ratings.

Mr. Haupt inquired if towns would need to cover the design and engineering. Mr. Russo responded that towns would be responsible for design and engineering costs for TIP project inclusion.

Mr. Russo also shared a state of good repair estimate for the federal-aid roads in Berkshire County. This estimate provides an order of magnitude for the investment needed to bring all major roads in the region up to a good state of repair. BRPC estimates an investment of approximately \$171.5 million if all work were to take place with present-day conditions.

Mr. Russo and Ms. Koirala discussed setting up a Berkshire Highway Superintendents Association training for transportation financing. The fourth Thursday in August could be considered for a tentative date.

VII. Member Items for Discussion

Mr. Frieri presented project updates from the District 1 office. Seven projects are currently programmed in FY23; six will be ready for advertising by October 1. North Adams bridge replacement over the Hoosic River has been advertised. Maxymillian is the apparent low bidder.

VIII. Other Business

There was no other business.

IX. Next Meeting Date – May 23, 2023

The next Berkshire TAC meeting date is May 23, 2023.

Mr. Haupt adjourned the meeting at 4:53 p.m.

Materials Distributed:

- [Agenda](#)
- [TAC March 21, 2023 Meeting Minutes – Draft](#)
- [BMPO FFY 2024-2028 TIP](#)
- [BMPO FFY 2024-2028 TIP Transit](#)



DRAFT Commission Development Committee

Minutes from April 18, 2023

The meeting was held via Zoom.

Chair Rene Wood called the meeting to order at 5:06 pm.

I. Roll call:

Present:

Doug McNally, Windsor
Sarah Hudson, Tyringham
Kyle Hanlon, North Adams
Buck Donovan, Lee
Rene Wood, Sheffield

Absent:

Pedro Pachano, Great Barrington
John Duval, Adams

BRPC Staff: Tom Matuszko, Laura Brennan, Kate Hill Tapia

II. Approval of Minutes from December 8, 2022

Kyle Hanlon moved to approve the December 8, 2022, minutes; Rene Wood seconded and asked for corrections. It was approved with no corrections by a roll call vote: Buck Donovan, Kyle Hanlon, Doug McNally, Sarah Hudson, and Rene Wood.

III. Formation of Nominating Subcommittee

Rene stated the need to form a Nominating Subcommittee to nominate a slate of officers for FY24, to be presented at the full Commission meeting May 18. Members of the subcommittee nominated as an officer may abstain from voting on their nomination.

Rene motioned that she, Kyle, Buck, Sarah, and Doug be on the Nominating Subcommittee. Doug seconded the motion. There was no discussion or objections; a roll call vote approved it: Buck Donovan, Kyle Hanlon, Doug McNally, Sarah Hudson, and Rene Wood.

IV. Next meeting

It will be scheduled when needed.

Rene asked if anyone preferred to be off the Commission Development Committee (CDC) in FY24; all agreed to continue as members of the CDC. She said the Committee would need a new Chair for FY24.

V. Adjournment

Buck Donovan moved to adjourn the meeting; Kyle Hanlon seconded, and it was unanimously agreed by roll call vote: Buck Donovan, Kyle Hanlon, Doug McNally, Sarah Hudson, and Rene Wood.

The meeting adjourned at 5:13 pm.



DRAFT Minutes Tuesday, April 18, 2023

This was a virtual meeting of the

Nominating Subcommittee of the **Commission Development Committee**
of the Berkshire Regional Planning Commission

Committee chair, Rene Wood, did a roll call at 5:15 p.m.
Rene Wood, Sheffield
Buck Donovan, Lee
Sarah Hudson, Tyringham
Kyle Hanlon, North Adams
Doug McNally, Gt. Barrington

Staff present:
Tom Matuszko, Laura Brennan, Kate Hill Tapia

1. Approval of Minutes from April 12, 2022

Kyle Hanlon motioned to approve the minutes, seconded by Sarah Hudson; Rene asked for corrections, but there were none, so a roll call vote approved the minutes: Rene Wood, Kyle Hanlon, Sarah Hudson, Dough McNally, with Buck Donovan abstaining.

2. Discussion/Possible Action re: Slate of Officers for FY24

Rene noted that BRPC tries to balance Executive Committee representation between the County's geographical areas, including Pittsfield as the largest community. John Duval wants to step down as Chair. The following people have agreed to accept nominations if asked:

Chair, Malcolm Fick
Vice-Chair, John Duval
Clerk, Sheila Irvin
Treasurer, Buck Donovan

Kyle nominated Malcolm Fick as Chair, Buck seconded.
Rene asked if there were any other nominations for Chair. Nominations can also be made from the floor. None were nominated.

Kyle nominated Buck Donovan as Treasurer, Rene seconded.

Doug nominated John Duval as Vice Chair, Buck seconded.

Kyle nominated Sheila Irvin as Clerk, Doug seconded.

Rene again asked if there were any other nominations for any position. There were none.

Doug moved to close the nominations, Kyle seconded.

Doug moved to close the nominations, Kyle seconded.
All were approved via a roll call vote, with Buck abstaining on Treasurer, Rene Wood, Kyle Hanlon, Sarah Hudson, Dough McNally, and Buck Donovan.

Rene confirmed that this slate would be announced at the May Commission meeting and voted on at the first meeting after the start of the new fiscal year.

3. Next Meeting

The next meeting will be this time next year. Rene asked if there was any other business; there was none.

4. Adjournment

A motion to adjourn was made by Kyle Hanlon and seconded by Sarah Hudson. A roll call vote agreed to adjourn: Rene Wood, Kyle Hanlon, Sarah Hudson, Dough McNally, and Buck Donovan.

The meeting adjourned at 5:23 p.m.



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

MINUTES OF THE Berkshire Metropolitan Planning Organization (MPO) Tuesday, April 25, 2023

Meeting Held Via Zoom Video Communications

Meeting Materials: <https://berkshireplanning.org/event/metropolitan-planning-organization/>

MPO Representatives/Alternates Present:

Stephen Woelfel	MassDOT (Representing Secretary Gina Fiandaca)
Francisca Heming	MassDOT District 1 (Representing Highway Administrator Gulliver)
Christine Hoyt	North Subregion Delegate
Gordon Bailey	Southeast Subregion Delegate
Jim Lovejoy	Southwest Subregion Delegate
John Boyle	North Central Subregion Delegate
Sheila Irvin	BRTA
Tim Lescarbæu	City of North Adams
Ricardo Morales	City of Pittsfield

Others Present:

Peter Frieri	MassDOT District 1
Mark Moore	MassDOT District 1
Chris Klem	MassDOT OTP
Derek Krevat	MassDOT OTP
Anuja Koirala	BRPC
Clete Kus	BRPC
Nick Russo	BRPC
Brandi Page	Town of Otis
Sarah Vallieres	BRTA

I. Call to Order – Introductions

Mr. Woelfel called the meeting to order at 4:00 p.m. Meeting attendees introduced themselves via a roll call conducted by Mr. Kus.

II. Opportunity for Public Comment

There were no public comments.

III. Approval of Meeting Minutes from March 28, 2023

ACTION: Mr. Lovejoy introduced a motion, seconded by Ms. Hoyt, to approve the minutes of the February 28, 2023, MPO meeting.

Mr. Kus conducted a roll call:

Mr. Woelfel:	Yea
Ms. Heming:	Yea
Ms. Hoyt:	Yea
Ms. Irvin:	Abstain
Mr. Bailey:	Yea
Mr. Lovejoy:	Abstain
Mr. Boyle:	Abstain
Mr. Duval:	Abstain
Mr. Lescarbæu:	Abstain

IV. Approval of an amendment (3rd amendment: highway and transit) to the 2023-2027 TIP and authorize the Chairman to sign the certification documents on behalf of the MPO members

Ms. Koirala proceeded to request authorization to certify the 3rd TIP Amendment following the public comment period. There were no public comments received.

ACTION: Mr. Lovejoy introduced a motion, seconded by Mr. Bailey, to approve the 3rd TIP Amendment and authorize the Chairman to sign the certification on behalf of the MPO members.

Mr. Kus conducted a roll call:

Mr. Woelfel:	Yea
Ms. Heming:	Yea
Ms. Irvin:	Yea
Mr. Lescarbeau:	Yea
Ms. Hoyt:	Yea
Mr. Boyle:	Yea
Mr. Bailey:	Yea
Mr. Lovejoy:	Yea

V. Consideration of an amendment (4th amendment: highway) to the 2023-2027 TIP and authorize a 21 day public comment period

Ms. Koirala shared new cost figures for TIP Amendment #4, including Williamstown bridge replacement and New Marlborough bridge replacement (moving to 2024)

ACTION: Mr. Lovejoy introduced a motion, seconded by Mr. Bailey, to approve the 4th TIP Amendment and open a 21-day public comment period.

Mr. Kus conducted a roll call:

Mr. Woelfel:	Yea
Ms. Heming:	Yea
Ms. Irvin:	Yea
Mr. Lescarbeau:	Yea
Ms. Hoyt:	Yea
Mr. Boyle:	Yea
Mr. Bailey:	Yea
Mr. Lovejoy:	Yea

VI. Discussion on the development of the 2024 – 2028 Transportation Improvement Program and authorize a 21-day public comment period

Ms. Koirala introduced the 2024-2028 TIP document, based on past discussions and approvals from the TAC and MPO. There are separate listings for Highway/Bike-Ped and Transit comprising the document.

Mr. Lovejoy inquired if the Egremont Mount Washington Road project could be moved up, based on discussions with the design consultant and past TAC meetings. Ms. Koirala noted that the project advancement was discussed in previous TAC meetings, as designs have been finalized. For now, the project will need to stay in 2026 unless the projects already listed in 2024 or 2025 are delayed, which would allow Mount Washington Road to move up in years.

The transit TIP investment list now shows projects broken out by funding sources including Section 5339 and 5307. Some projects are listed twice if they are funded by both state and federal sources.

Mr. Morales joined the MPO meeting at this time and was added to roll-call voting.

ACTION: Mr. Morales introduced a motion, seconded by Mr. Lovejoy, to release the Highway and Transit TIP document for 21-day public comment period.

Mr. Kus conducted a roll call:

Mr. Woelfel:	Yea
Ms. Heming:	Yea
Ms. Irvin:	Yea
Mr. Morales	Yea
Mr. Lescarbeau:	Yea
Ms. Hoyt:	Yea
Mr. Boyle:	Yea
Mr. Bailey:	Yea
Mr. Lovejoy:	Yea

VII. Update on the development of the Regional Transportation Plan

Mr. Russo shared components of the introduction to the RTP: Planning insights based on the data and trends from the Transportation Community Survey, high-level socio-economic trends in Berkshire County, and a draft vision statement for the overall RTP effort.

Mr. Lovejoy noted that a metric for income inequality would be a helpful way to better inform our priorities on budgeting for mass transit among other things.

VIII. Status reports from Member Agencies

Mr. Frieri gave an update on MassDOT District 1 projects for the 2023 TIP. Most projects are at 100% design or advertised for bid. Several projects will need TIP amendments for cost increases. The New Marlborough bridge replacement project will likely be advertised in 2024. The bid opening for the North Adams Bridge Replacement took place on March 21 and Maxymillian was the apparent low bidder.

Williamstown intersection improvements: 100% design is anticipated shortly. New Marlborough Bridge Replacement is moved to 2024.

Mr. Woelfel reminded participants to reach out to him to register for the Transportation Innovation Conference as the in-person ticketing is sold-out.

IX. Other Business

There was no other business.

X. Next Meeting date – May 23rd, 2023

The next MPO meeting will be held on May 23rd, 2023.

ACTION: Mr. Boyle motioned to adjourn, seconded by Mr. Lovejoy. Mr. Woelfel adjourned the meeting at 4:44 p.m.

Materials Distributed:

- [Agenda](#)

- [BMPO January 24, 2023 Meeting Minutes – Draft](#)
- [BMPO FFY 2023-2027 TIP 1st and 2nd Amendment Transit](#)
- [BMPO FFY 2024-2028 Projects Evaluation Scores](#)
- [BMPO FFY 2024-2028 TIP Projects Description Sheets](#)
- [BMPO FFY 2024-2028 TIP Development](#)
- [BMPO FY 2024-2028 TIP Schedule](#)
- [UPDATED – Safety Performance Measures CY23](#)
- [Safety Performance Measures CY23 – Berkshire Comparison](#)
- [2024 RTP Preliminary Survey Results](#)
- [MassDOT District 1 TIP Projects Update](#)

DRAFT



**DRAFT MINUTES OF THE
FINANCE COMMITTEE MEETING**

Thursday, April 27, 2023, 4:30 p.m.

This will be a virtual meeting as allowed by Ch. 2 of the Acts of 2023 extending certain provisions of the Open Meeting Law, G.L. c.30 sec.20 until March 31, 2025.

I. Call to Order

Chair Buck Donovan called the meeting to order at 4:30 pm reading the above statement. He announced the meeting was not being recorded and stated that if anyone else is recording this meeting, they must inform the Chair.

Roll Call - Buck Donovan, Malcolm Fick, Sheila Irvin, Kyle Hanlon, Sam Haupt, John Duval

Staff: Marianne Sniezek, Tom Matuszko, Kate Hill-Tapia

Others: Brittany Polito, Joel Napoli, Brandon Currington (4:43)

II. Approval of December 21, 2022 Minutes

Sheila Irvin moved to approve the December 21, 2022, meeting minutes with the clarification of Sam Haupt's participation; Kyle Hanlon seconded. It was approved by a roll call vote from Buck Donovan, Malcolm Fick, Sheila Irvin, Kyle Hanlon, Sam Haupt, and John Duval.

III. FY2024 Budget Discussion and Vote to Recommend to the Full Commission for Approval

Buck and Tom thanked Marianne for her fabulous overview and tackling the complexity of the budget, especially given the great number of projects. Key items were reviewed. Malcolm Fick motioned to recommend the proposed FY2024 budget to the full Commission for approval at the May 18 Commission meeting. Sheila Irvin seconded the motion, it passed unanimously by a roll call vote from Buck Donovan, Malcolm Fick, Sheila Irvin, Kyle Hanlon, Sam Haupt, and John Duval.

IV. Other Postemployment Benefits (OPEB) Trust Quarterly Statement Balance Discussion

The Mission Square report shows a gain of \$52,237.20 on the 3/31/23 quarterly statement for a balance of \$1,121,761.96. The average growth rate is 4.9%; there has been a recovery from last year's losses. The projected OPEB Liability from BRPC's FY22 audit was \$1.9 million.

V. OPEB Trust Investment Policy Statement Discussion

Marianne is working with Adelson & Company, the BRPC Accountant, to prepare a draft Statement for review at a future meeting, likely in September.

VI. Update on the efforts of Increasing the Line of Credit

The paperwork to increase the line of credit to \$500,000 from \$230,000 (2 months of expenses) has been filed with TD Bank. It is not anticipated that it will be needed as cash flow is very good.

VII. Update on the (Employer Portion) of State Retirement

Tom reported on the April 4 Joint Committee on Public Service hearing about proposed retirement payment legislation for the employers' portion. The state wants RPAs to pay, and the RPAs want regional planning agencies to be exempt from paying the employers' share in the state retirement system. A compromise would likely require RPAs to start contributing. If BRPC must contribute, it would be manageable.

VIII. Schedule Next Meeting

A meeting will be held when there is an investment policy to review. Thursday, December 7, 4:30 pm to set FY25 Assessment.

IX. Adjournment

The meeting was adjourned at 4:45 pm by a motion made by Sheila Irvin and seconded by Malcolm Fick. Unanimously approved by a roll call vote from Buck Donovan, Malcolm Fick, Sheila Irvin, Kyle Hanlon, Sam Haupt, and John Duval.

Attachments:

- December 21, 2022 Draft Minutes
- Proposed FY 2024 Budget Memo
- Projected FY 2024 Revenue
- Projected FY 2024 Expenditures
- Mission Square Statement January 1, 2023, to March 31, 2023



BRPC

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: BRPC Finance Committee Members
FROM: Marianne Sniezek, Office Manager
DATE: April 27, 2023
SUBJ: Proposed FY 2024 Budget

Attached is the BRPC FY 2024 proposed budget (revenue and expenditures). Highlights for the FY 2024 proposed budget:

REVENUE:

- The FY24 revenue is proposed at \$6,266,015. This is \$ 886,431 higher than the FY23 budget. This revenue increase is primarily due to several new grants for Economic Development, Housing, Environmental and Energy, and the Public Health programs.
- The revenue generated from community assessments has a 2.5% budget increase resulting in a fee of \$109,844 for FY24.

EXPENSES:

- The increase in salary expenses of \$258,569 is primarily related to two new open full-time positions for the Public Health program, an open Transportation position and an open planner position, as well as \$3,000 Personnel Pay Plans adjustments related to new pay ranges for FY24, and merit pay increases.
- Overall benefits increased by \$143,985 from \$984,065 in FY23 to \$1,128,050 FY24. This increase is due mainly to additional benefited staff levels. The expenses increased due to health, dental, sick, vacation, and comp time. The retirees' Health Insurance decreased because of the decrease in the dental rate cost for FY24.
- The subcontractor amount increased by \$338,270. The subcontract amount is "money in, money out" and does not affect our bottom line. The increase in the subcontractor amount is primarily due to the addition of Regional Food System Partners , Online Software and IT consultant, environmental and Energy subcontractors for efficiency programs, and Public Health subcontractors for local health and substance abuse prevention.
- Excluding subcontractors, the expense budget increased from \$4,123,967 to \$4,672,128 totaling an increase of \$548,161 from FY23 to FY24.

ADDITIONAL INFORMATION:

- We have several awarded grants that will be under contract shortly. There are a few projects included in the budget that we anticipate contracts. Many are contracts we have received in past years, and we feel confident at least most will come through. If not, there is carryover revenue for the first several months of the year to allow time to adjust.

- We still have District Local Technical Assistance (DLTA) funding for the calendar year 2024, which ends December 31, 2024. The District Local Technical Assistance (DLTA) funding for the calendar year 2024 is included in the budget, but this is subject to approval by the state legislature.
- We have other grant applications that have been submitted or will be submitted in the next couple of months that are not in the proposed budget. If these new grants come through, we will have to adjust for these new potential awards.
- Direct billable salaries (Projects) are projected to increase by \$124,845. The increase can be primarily attributed to the following items. The hiring of two new open positions for Public Health. The rest can be attributed to the adjustment \$3,000 Personnel Pay Plans adjustments related to new pay ranges for FY24 and merit increases.
- The Administrative salaries budget increased by \$133,724. This change is attributed to the HR Payroll assistant and time for an Assistant Director, Personnel Pay Plans adjustments and merit increases, as well as staff charging for staff meetings and agency training. Occasionally Program Managers charge to Admin when representing BRPC that cannot be billed to a project.
- The Intern Admin salaries line remains zero as there are no plans for an Intern FY24.
- The Retiree Health Insurance Liability Trust (GASB 45) is budgeted at last year's budget of \$45,000. According to the FY22 audit, the total projected OPEB Liability for FY23 is \$1,932,367. As of March 31, 2023, \$1,121,761 is the balance in our trust account.
- Non-personnel operating costs are budgeted to increase modestly by \$40,555 from the FY 23 budget. For FY24, we budgeted \$20,748 more for new computer software and maintenance required by our insurance provider for cyber security, and password management and an increase in staff laptops. The depreciation expense decreased due to items being removed. For FY24, rent increased per the terms of our leases. Staff development increased for additional staff training and development. Supplies and office expenses increased for sound proofing of two offices and the installation of two televisions for hybrid and virtual meetings. Utilities decreased due to a new HVAC system installed by the landlord. Miscellaneous expenses increased for background checks and business cards for new staff or staff changes.
- There is an increase in the overall direct project expenses (interest, equipment/software, legal, supplies meetings, printing, travel, and other direct program expenses) by \$105,051 due to additional equipment for the Air Quality project and software for the public health inspection program. Travel increased \$3,000 due to more in person meetings for local projects in FY24. Supplies increased for the Air Quality project and the cost of public health clinics conducted by the public health nurses that will be reimbursed by insurance. Other direct project expenses increased \$20,145 due to a paid intern for the Public Health Program and other direct expenses for projects that do not fall into the other expense categories.
- We have budgeted to put \$15,000 into our reserve to continue to rebuild that fund.
- The overhead rate is targeted at 140%. As our "cognizant agency," the United States Department of the Interior has approved an Indirect Cost rate of 140% for FY22 and FY23. As of March 2023, our overhead rate is 140%. We will continue to use the contributions to the Retiree Health Insurance Liability Trust to maintain our overhead rate.

Attachments (2)

FY 2024 Projected Revenues 4.27.2023

FY 2024 Projected Expenditures 4.27.2023

FY 2024 BUDGET - REVENUE - PROJECTED

Berkshire Regional Planning Commission

5.05.2022

4.27.2023

PROJECTED REVENUES	FY2023 APPROVED	FY2024 PROJECTED	
Outsource GIS Planner	\$ 11,000	\$ 11,000	1
Brownfield Revolving Loan Fund	\$ 17,000	\$ 18,876	
Berkshire Bike Path Council Support	\$ 1,000	\$ 1,000	
Berkshire Public Health Alliance Inspections	\$ 102,000	\$ 137,719	
Berkshire Public Health Alliance Nursing	\$ 86,443	\$ 73,088	
Rest of River Coordination	\$ 100,000	\$ 15,000	
Online Burn Permits	\$ 2,700	\$ 2,700	
Berk. County Boards Of Health Assoc. Support Services	\$ 11,000	\$ 11,000	
Adams Brownfield Assessment	\$ 464	\$ 0	
Lanesborough Shared Economic Planner	\$ 10,000	\$ 11,000	1
Transportation Planning	\$ 686,990	\$ 789,727	
Great Barrington Shared Economic Planner	\$ 25,000	\$ 25,000	1
Lanesborough Stormwater Management Plan	\$ 13,605	\$ 16,006	
Berkshire Brownfield Assessment - North Adams	\$ 447	\$ 0	
Richmond Shared Economic Planner	\$ 10,000	\$ 10,670	1
Adams Shared Economic Planner	\$ 10,000	\$ 10,000	1
BLIC Berkshire United Way	\$ 20,000	\$ 10,000	
Berkshire Benchmarks - Berkshire United Way	\$ 10,000	\$ 19,600	
Emergency Preparedness Planning	\$ 152,788	\$ 162,158	2
Medical Reserve Corps - Berkshire Medical	\$ 22,056	\$ 22,056	2
Medical Reserve Corps - Franklin County	\$ 22,056	\$ 22,056	2
Dalton Stormwater Management Support	\$ 11,000	\$ 12,380	
Berkshire County Sheriff's Office - Opioid Prevention 2023	\$ 25,000	\$ 3,401	
Berkshire County Sheriff's Office - Opioid Prevention 2024	\$ 0	\$ 40,155	1
Adams Brownfields Clean Up	\$ 8,020	\$ 0	
District Local Technical Assistance	\$ 239,782	\$ 222,667	2
District Local Technical Assistance - Augmentation	\$ 0	\$ 100,000	
Group Purchasing	\$ 75,000	\$ 115,512	
Lenox Economic Planner	\$ 20,000	\$ 25,000	1
Regional Energy Planning Assistance	\$ 22,223	\$ 0	
Sheffield New Marlborough Otis - CDBG	\$ 0	\$ 0	
Milltown / Outdoor Recreation Plan 2022	\$ 14,605	\$ 19,200	
OPIOID Prevention North County	\$ 12,113	\$ 12,034	
Food Safety Retail Standards 2020 #1 Washington	\$ 3,000	\$ 3,000	
Food Safety Program 21 - Egremont	\$ 2,500	\$ 2,500	
AFDO/FDA - Alliance Strategic Plan - Egremont	\$ 2,500	\$ 2,500	
Food Safety Retail Standards 2020 #2 Egremont	\$ 2,026	\$ 2,519	
Food Safety Retail Standards Re-assessment Sheffield	\$ 2,500	\$ 2,500	
Food Safety Retail Standards 2020 #3 Williamstown	\$ 2,669	\$ 2,837	
Alliance Food Safety Program Assessment - Adams	\$ 2,500	\$ 2,500	
Nonpoint Source Regional Coordinator	\$ 14,531	\$ 0	
HEALing Community Study year 3	\$ 387,775	\$ 124,933	
HEALing Community Study year 4	\$ 0	\$ 90,435	
Community Health Improvement Planning	\$ 137,300	\$ 23,482	
Community Health Improvement Planning year 4	\$ 0	\$ 75,000	
Health Equity in Pittsfield Green Planning 23	\$ 229,393	\$ 8,172	
Health Equity in Pittsfield Green Planning 24	\$ 0	\$ 188,984	
Coalition for Public Health (WMPHA)	\$ 4,000	\$ 4,000	
Stockbridge - Outsource Planner	\$ 9,952	\$ 0	

PROJECTED REVENUES	FY2023 APPROVED	FY2024 PROJECTED	
Mass Trails - Mountain Biking	\$ 12,161	\$ 0	
Northampton Health Dpt-Comprehensive Opioid/Stimulant/Substance Abuse	\$ 29,535	\$ 35,000	
EDA COVID-19 Regional Recovery Project	\$ 505,615	\$ 0	
NEAETC,Community Research Initiative of New England, Inc. Hepatitis C	\$ 25,000	\$ 25,000	3
BARR Berkshire County Education Task Force Planning	\$ 62,482	\$ 0	
Substance Misuse Prevention Grant Program	\$ 140,000	\$ 250,000	3
Great Barrington Brownfields Clean-up	\$ 25,569	\$ 7,987	3
BOAPC Substance Abuse Prevention Webinar	\$ 4,900	\$ 2,460	
DPH Shared Services/ Public Health Excellence	\$ 300,000	\$ 299,999	
Berkshire Early Childhood Community Circle	\$ 107,150	\$ 0	
Mt Washington Hazard Mitigation	\$ 0	\$ 0	
EPA Healthy Communities	\$ 17,026	\$ 6,012	
Local Health Support Contract Tracing	\$ 250,000	\$ 357,105	
Lenox MVPA 22	\$ 160,656	\$ 0	
Housatonic Valley Association - Culvert	\$ 25	\$ 0	
Housatonic Valley Association - Municipal Culvert Replacement Cooperative	\$ 5,571	\$ 0	
Clarksburg Municipal Vulnerability Program	\$ 12,105	\$ 0	
Clarksburg Green Community	\$ 6,565	\$ 0	
MassCEC Capacity Building Program	\$ 17,055	\$ 5,041	
Cheshire Stormwater Support	\$ 13,000	\$ 8,230	2
Windsor Master Plan	\$ 11,996	\$ 0	
Adams Zoning Support for Housing & Housing Choice Designation	\$ 0	\$ 874	
Earmark Housing	\$ 45,010	\$ 77,082	
Williamstown Housing Needs Assessment	\$ 3,435	\$ 8,005	
Williamstown Open Space and Recreation Plan	\$ 2,909	\$ 4,469	
Becket Open Space and Recreation Plan	\$ 1,246	\$ 0	
Economic Development District	\$ 70,000	\$ 70,000	
New England Rural Health Association - Rural Vaccine Equity	\$ 112,500	\$ 75,000	
Williamstown Community Partnership - Mass Save/Berkshire Gas	\$ 31,500	\$ 42,635	
Cheshire Zoning for Housing	\$ 6,306	\$ 0	
Alliance Food Safety Program Advancement - 3 yrs.	\$ 85,500	\$ 170,578	3
Alliance Food Safety Program Online Permitting - 3 yrs.	\$ 82,500	\$ 152,526	3
Monterey 319	\$ 10,000	\$ 51,072	3
Housatonic Valley Association Berkshire Clean Cold and Connected	\$ 4,000	\$ 50,000	1
Adams Green Communities	\$ 7,549	\$ 5,613	3
North Adams Green Communities	\$ 8,034	\$ 3,022	
Washington MVP	\$ 8,659	\$ 0	
West Stockbridge Complete Streets	\$ 8,223	\$ 0	
State Earmark Outdoor Recreation Website	\$ 192,123	\$ 27,225	
Cheshire Green Communities	\$ 8,034	\$ 2,446	
Shared Services	\$ 65,000	\$ 50,930	
EDA CEDS 23	\$ 29,000	\$ 0	
Lee Master Plan Open Space Recreation Plan	\$ 60,000	\$ 10,000	
Monterey Master Plan	\$ 37,046	\$ 0	
Outdoor Recreation Assessment	\$ 37,500	\$ 0	
North Adams Business Guide	\$ 22,000	\$ 0	
Façade Improvement Grant Program	\$ 3,000	\$ 0	
EPA - Assessment Project	\$ 82,000	\$ 138,000	
West Stockbridge Green Communities	\$ 0	\$ 6,087	
Decarbonizing Berkshire County with Municipal Energy Self-Sufficiency	\$ 0	\$ 21,940	

	FY2023 APPROVED	FY2024 PROJECTED	
PROJECTED REVENUES			
Sheffield Sustainable & Affordable Housing	\$ 0	\$ 8,628	
Adams Stormwater	\$ 0	\$ 10,000	1
Berkshire Funding Focus (grants)	\$ 0	\$ 45,000	1
(CEDAC) Home Modification Loan Program (HMLP)	\$ 0	\$ 25,403	
Clarksburg Grant Writing	\$ 0	\$ 5,770	
Western Mass Emergency Preparedness Mgmt	\$ 0	\$ 35,000	1
Monterey Municipal Vulnerability Action Grant	\$ 0	\$ 37,345	
Lee Hazard Mitigation and Municipal Vulnerability Preparedness	\$ 0	\$ 12,198	
Regional Food System Partnerships Program	\$ 0	\$ 306,506	
Brownfield Revolving Loan Fund 2	\$ 0	\$ 23,002	
Lee - Stockbridge Road Parcel Planning	\$ 0	\$ 10,765	
(MCLA) National Endowment for the Arts	\$ 0	\$ 49,998	
Dept of Revenue (EOAF) - Efficiency and Regionalization - Online permitting	\$ 0	\$ 100,042	
Mass Audubon Society - Rowe MVP	\$ 0	\$ 1,155	
Hancock MVP	\$ 0	\$ 17,844	
Digital Equity Planning Pittsfield	\$ 0	\$ 100,000	3
Digital Equity Planning Southern Berkshire County	\$ 0	\$ 85,000	3
Digital Equity Planning Dalton	\$ 0	\$ 25,000	3
Municipal Cybersecurity Services Pilot	\$ 0	\$ 100,283	
Community First Partnership - Mass Save - Adams & North Adams	\$ 0	\$ 40,763	3
Community First Partnership - Mass Save - Lee & Gt. Barrington	\$ 0	\$ 40,763	3
Sandisfield Green Communities	\$ 0	\$ 3,977	
Air Quality	\$ 0	\$ 178,001	
USDOT Transportation Safety Planning	\$ 0	\$ 198,000	3
National Council on Aging - Home Vaccinations	\$ 0	\$ 88,110	
Mass Clean Energy Technology Center-EMPower Innovation/Implement	\$ 0	\$ 129,912	3
Digital Equity Partnership	\$ 0	\$ 25,000	1
Cultural District	\$ 0	\$ 36,000	3
General: Community Assessment	\$ 107,165	\$ 109,844	
Unsecured New Projects	\$ 0	\$ 0	
TOTAL REVENUES	\$ 5,379,584	\$ 6,266,015	

1. Applied for / requested- no decision as of 4/27/2023

2. As of 4/27/2023 not yet under contract

3. As of 4/27/2023 awarded but not yet under contract

FY 2024 BUDGET - EXPENDITURES - PROJECTED

Berkshire Regional Planning Commission

5.12.2022

4.27.2023

EXPENDITURES	FY2023 APPROVED	FY2024 PROJECTED
SALARIES		
Direct Billable	\$ 2,156,015	\$ 2,280,860
Indirect Admin.	\$ 540,916	\$ 674,640
Interns (Admin)	\$ 0	\$ 0
Subtotal Salaries	\$ 2,696,930	\$ 2,955,499
BENEFITS		
Comp and Vacation Leave	\$ 150,109	\$ 190,588
Holiday and Jury Leave	\$ 108,103	\$ 131,437
Sick unaccrued used	\$ 65,514	\$ 96,126
Health Insurance	\$ 511,751	\$ 553,800
Retirees Health Insurance	\$ 26,132	\$ 22,989
Retiree Future Health Insurance Liability (GASB 45)	\$ 45,000	\$ 45,000
Workers Comp Insurance	\$ 3,602	\$ 9,500
State Unemployment Insurance	\$ 10,985	\$ 10,520
FICA and Medicare	\$ 62,869	\$ 68,091
Subtotal Benefits	\$ 984,065	\$ 1,128,050
NON-PERSONNEL OPERATING EXPENSES		
Accounting Services	\$ 4,525	\$ 5,000
Advertising	\$ 3,519	\$ 3,569
Audit	\$ 21,500	\$ 22,500
Computer Equipment, Software & Maintenance	\$ 51,611	\$ 72,359
Copying / Scanning Expense	\$ 9,605	\$ 6,500
Depreciation	\$ 9,182	\$ 6,300
Dues & Subscriptions	\$ 21,554	\$ 22,950
Flex Plan Administration	\$ 1,778	\$ 2,002
Insurance (Auto, Officers, Office)	\$ 8,993	\$ 11,401
Janitor	\$ 12,220	\$ 12,060
Legal (Administrative)	\$ 2,100	\$ 6,000
Mapping Supplies	\$ 750	\$ 750
Meetings (Administrative)	\$ 2,000	\$ 2,000
Parking	\$ 0	\$ 0
Payroll Services	\$ 4,374	\$ 4,443
Postage	\$ 1,900	\$ 3,100
Printing (Administrative)	\$ 100	\$ 200
Publications	\$ 700	\$ 700
Rent	\$ 99,937	\$ 103,047
Staff Development	\$ 16,500	\$ 21,500
Supplies/Office	\$ 7,604	\$ 19,500
Telephone/Internet	\$ 22,500	\$ 19,676
Travel (Administrative)	\$ 2,000	\$ 1,100
Utilities	\$ 25,700	\$ 22,500
Water & Recycling	\$ 2,600	\$ 2,500
Web Site	\$ 1,549	\$ 1,850
Miscellaneous	\$ 1,952	\$ 3,800
Subtotal Operating (Admin)	\$ 336,752	\$ 377,307

FY 2024 BUDGET - EXPENDITURES - PROJECTED

Berkshire Regional Planning Commission

5.12.2022

4.27.2023

EXPENDITURES	FY2023	FY2024
	APPROVED	PROJECTED
PROJECT EXPENSES		
Interest Expense	\$ 100	\$ 100
Communications (Projects)	\$ 2,250	\$ 14,000
Equipment / Software (Projects)	\$ 2,700	\$ 59,706
Legal (Projects)	\$ 2,000	\$ 4,000
Meetings / Trainings (Projects)	\$ 17,000	\$ 17,000
Postage (Projects)	\$ 1,000	\$ 1,200
Printing (Projects)	\$ 3,000	\$ 3,000
Supplies (Projects)	\$ 32,000	\$ 42,951
Travel (Projects)	\$ 11,000	\$ 14,000
Other Program Expenses	\$ 19,570	\$ 39,715
Unreimbursed Expenses	\$ 600	\$ 600
Subtotal Operating (Other)	\$ 91,220	\$ 196,271

SUBCONTRACTS / SUBRECIPIENTS	FY2023	FY2024
	APPROVED	PROJECTED
Traffic / Transportation Consultant(s)	\$ 7,500	\$ 7,500
Berkshire Public Health Nursing Program Support	\$ 0	\$ 10,000
Rest of River Clean-up Legal Consultation	\$ 100,000	\$ 15,000
Burn Permit Software Consultant	\$ 2,500	\$ 2,700
Medical Reserve Corp Support	\$ 44,112	\$ 44,112
Stormwater Subcontractor	\$ 3,605	\$ 0
Rail Consultant	\$ 5,000	\$ 0
Nonpoint Source Consultant	\$ 11,000	\$ 25,000
Post OD in Northern County Consultant/Subcontractor	\$ 7,000	\$ 12,034
Community Engagement Intervention Subcontractors	\$ 250,000	\$ 125,000
Community Health Improvement Planning Partners	\$ 40,000	\$ 40,000
Health Equity in Pittsfield Green Planning	\$ 65,000	\$ 65,000
Technical Assistance Subcontractors	\$ 185,000	\$ 10,000
Berkshire County Education Subcontractors	\$ 30,000	\$ 0
Substance Abuse Prevention Subcontractor	\$ 5,000	\$ 5,000
Hepatitis C Prevention Subcontractors	\$ 6,000	\$ 12,000
Substance Abuse Prevention Subcontractor	\$ 0	\$ 9,900
Parent Advocacy Subcontractors	\$ 4,900	\$ 0
Berkshire Early Childhood Community Subcontractors	\$ 31,000	\$ 0
Translation Services	\$ 0	\$ 3,625
Local Health Support Contract Tracing	\$ 0	\$ 100,000
Environmental Subcontractors	\$ 152,000	\$ 0
Housing Subcontractor	\$ 25,000	\$ 65,000
Rural Vaccine Equity Subcontractors	\$ 0	\$ 60,000
Community Partners/Advocate Subcontractors (WMS & LAN)	\$ 11,000	\$ 2,000
Board of Health Online Permitting Services	\$ 5,000	\$ 35,000
Public Health Training Subcontractors	\$ 6,000	\$ 0
Engineer Subcontractor	\$ 0	\$ 18,000
Stormwater Subcontractor	\$ 0	\$ 25,000
Website Subcontractors	\$ 140,000	\$ 13,500
Town Assistance Services	\$ 40,000	\$ 50,000
Business Guide Subcontractor	\$ 2,500	\$ 0
Outdoor Recreation Subcontractor	\$ 6,500	\$ 0
Environmental Subcontractors	\$ 70,000	\$ 125,000
Regional Food System Partners	\$ 0	\$ 368,016
Brownfield Contracts	\$ 0	\$ 4,000

FY 2024 BUDGET - EXPENDITURES - PROJECTED

Berkshire Regional Planning Commission

5.12.2022

4.27.2023

EXPENDITURES	FY2023 APPROVED	FY2024 PROJECTED
Promotion of the Arts Consultants	\$ 0	\$ 25,000
Online Software Consultant	\$ 0	\$ 100,000
Digital Equity - Pittsfield - Subcontractors	\$ 0	\$ 10,000
Digital Equity - Southern Berkshire County - Subcontractors	\$ 0	\$ 10,000
Digital Equity - Dalton - Subcontractors	\$ 0	\$ 2,500
IT Consultant	\$ 0	\$ 80,000
Community Partners/Advocate Subcontractors (ADM & NAD)	\$ 0	\$ 2,000
Community Partners/Advocate Subcontractors (GTB & LEE)	\$ 0	\$ 2,000
Air Quality Consultants	\$ 0	\$ 40,000
Traffic / Transportation Safety Consultant(s)	\$ 0	\$ 20,000
Energy Consultants	\$ 0	\$ 50,000
Subtotal Subcontracts/Subrecipients	\$ 1,255,617	\$ 1,593,887
RESERVE	\$ 15,000	\$ 15,000
TOTAL EXPENDITURES	\$ 5,379,584	\$ 6,266,015

PRESS RELEASE

Executive Office of Housing and Economic Development Announces Additions to Leadership Team, New Pillars of Economic Development

Secretary Yvonne Hao today announced the appointment of new undersecretaries and the realigning of the office under new pillars to better focus on key sectors of the economy

FOR IMMEDIATE RELEASE:

4/20/2023

Executive Office of Housing and Economic Development

MEDIA CONTACT

BOSTON — Executive Office of Housing and Economic Development (EOHED) Secretary Yvonne Hao today announced the appointment of new undersecretaries and the realigning of the office under new pillars to better focus on key sectors of the economy and ensure continued economic support for all Massachusetts communities and residents.

With today's announcement, EOHED will now be structured under three pillars of economic development: **Economic Foundations**, focused on regional, rural, and small business growth, as well as infrastructure, seaport, and military installation support; **Economic Strategies**, focused on tourism and international trade, new federal opportunities in areas such as life sciences, advanced manufacturing, and clean energy, and the cross-secretariat Workforce Skills Cabinet; and **Consumer Affairs and Business Regulation**, which will be more fully integrated into the office's overall economic development strategy.

"My team at EOHED works every day to ensure that all people in Massachusetts get the chance to have a great career, that all businesses have resources to grow and compete, and that all our communities get the support they need to thrive," said Secretary of Economic Development Yvonne Hao. "I am excited to announce these additions and promotions within our office and thrilled so many of our leadership team members have

decided to stay on at EOHEED. Our leadership team is excited to work on behalf of the state to build a healthy economy that benefits everyone.”

Ashley Stolba, who has served as EOHEED Undersecretary of Community Development since 2021, will stay on in the office as **Undersecretary of Economic Foundations**. She will expand her portfolio to foster foundational economic opportunities for residents, communities, and businesses across Massachusetts. Stolba will continue to lead the community development team by managing the [Community One Stop for Growth](/guides/community-one-stop-for-growth) (</guides/community-one-stop-for-growth>), serving as vice-chair of the [Seaport Economic Council](/orgs/seaport-economic-council) (</orgs/seaport-economic-council>), overseeing work to close the digital divide, and maintaining the state’s military installations. In addition to these duties, Stolba will now oversee other key foundational areas such as regional businesses assisted by the [Massachusetts Office of Business Development](/orgs/massachusetts-office-of-business-development) (</orgs/massachusetts-office-of-business-development>); small, micro, and immigrant-led businesses; and the new [Director of Rural Affairs](/news/governor-healey-and-lieutenant-governor-driscoll-announce-creation-of-director-of-rural-affairs) (</news/governor-healey-and-lieutenant-governor-driscoll-announce-creation-of-director-of-rural-affairs>). She will also now serve as the secretariat’s climate officer focused on climate infrastructure needs. Stolba will work closely with others across the Healey-Driscoll Administration on these areas of focus, as well as with quasi-government agencies such as [MassDevelopment](https://www.massdevelopment.com/) (<https://www.massdevelopment.com/>) and the [Massachusetts Growth Capital Corporation](https://www.empoweringsmallbusiness.org/) (<https://www.empoweringsmallbusiness.org/>). Prior to joining EOHEED, Stolba was Chief of Staff at the Harvard Allston Land Company and held roles as Deputy Chief of Staff and Legal Counsel at the Massachusetts Port Authority, Associate Counsel at the Massachusetts Association of Realtors, and Policy Analyst in the Massachusetts House of Representatives. A native of Mashpee, she received her bachelor’s degree in business administration from the University of Miami and her juris doctor from Suffolk University Law School.

Sarah Stanton has joined the office as **Undersecretary of Economic Strategies** and will oversee new growth initiatives that build upon the work of the Economic Development Foundations team. Stanton will be responsible for the state’s tourism and international trade sectors through the [Massachusetts Office of Travel and Tourism](/orgs/office-of-travel-and-tourism) (</orgs/office-of-travel-and-tourism>) and the [Massachusetts Office of International Trade and Investment](/orgs/massachusetts-office-of-international-trade-and-investment) (</orgs/massachusetts-office-of-international-trade-and-investment>). She will also lead the office’s efforts on the Healey-Driscoll Administration’s cross-secretariat [Workforce Skills Cabinet](/orgs/workforce-skills-cabinet) (</orgs/workforce-skills-cabinet>) and help coordinate federal opportunities like CHIPS and Science Act funding, ARPA-H, and climate-tech investment. She will work closely with quasi-government partners [Massachusetts Technology Collaborative](https://masstech.org/) (<https://masstech.org/>), [Massachusetts Life Sciences Center](https://www.masslifesciences.com/) (<https://www.masslifesciences.com/>), and [MassVentures](https://www.mass-ventures.com/) (<https://www.mass-ventures.com/>). Stanton most recently served as Town Manager in Bedford, Massachusetts, and previously held several key roles in local government, including serving as Budget Director for the City of Cambridge, Finance Director/City Auditor for the City of Salem, and other municipal leadership roles in the Town of Ipswich, City of Woburn, and City of Haverhill. She is an adjunct professor of city planning, political science, and public administration graduate programs at Boston University, Merrimack College, and Northeastern University. Stanton holds an undergraduate degree in political science from Plymouth State University and a master’s degree in public administration from Northeastern University.

Layla D’Emilia has been promoted to **Undersecretary of the Office of Consumer Affairs and Business Regulation** (</orgs/office-of-consumer-affairs-and-business-regulation>), which aims to protect and empower consumers through advocacy and education and ensure a fair playing field for Massachusetts businesses. As Undersecretary, she will oversee five regulatory agencies: the divisions of banks, insurance, occupational

licensure, telecommunications and cable, and standards. D'Emilia previously served as Commissioner of the Division of Occupational Licensure within EOHEd for the last three years where she oversaw 265 full-time staff and a budget of \$26 million. Prior to joining EOHEd, D'Emilia served as a senior member of the Massachusetts Executive Office of Public Safety and Security, where she coordinated and deployed operational responses and guidance around natural disasters, major weather and infrastructure events, and other significant public safety and homeland security issues. D'Emilia was also Vice President of Violence Intervention and Prevention Programs at Health Imperatives Inc., held positions focused on domestic and sexual violence prevention and response with Jane Doe Inc., and served on the Massachusetts Department of Higher Education Commissioner's Task Force on Campus Safety and Violence Prevention. She is a graduate of West Virginia Wesleyan College and Suffolk University Law School.

In addition to Undersecretaries Stolba, Stanton, and D'Emilia, Secretary Hao's leadership team will consist of three additional functional leaders: Chief of Staff Emily McCormack, General Counsel Jon Cosco, and Policy Director Rory O'Hanlon.

On March 1, Governor Healey filed Article 87 legislation to create a new Executive Office of Housing and Livable Communities headed by a cabinet-level secretary that will be charged with expanding the work now done by the Department of Housing and Community Development. The Executive Office of Housing and Economic Development will be renamed the Executive Office of Economic Development, and today's announcement of realigned focus around three pillars of economic development will better position the office to fulfill its mission of promoting business growth, opportunity, and economic vitality for Massachusetts' communities and residents. The Article 87 reorganization plan is currently under review by the Legislature.

###

Media Contact

Meggie Quackenbush, Director of Communications

Executive Office of Housing and Economic Development (</orgs/executive-office-of-housing-and-economic-development>)

More (</orgs/executive-office-of-housing-and-economic-development>)



[\(.\)](#)

All Topics (</topics/massachusetts-topics>)

[Site Policies \(/site-policies\)](/site-policies)

[Public Records Requests \(/topics/public-records-requests\)](/topics/public-records-requests)

© 2023 Commonwealth of Massachusetts.

Mass.gov® is a registered service mark of the Commonwealth of Massachusetts. [Mass.gov Privacy Policy \(/privacy-policy\)](/privacy-policy)

The Commonwealth of Massachusetts
State House, Boston 02133
Western Massachusetts Passenger Rail Commission

Rep. William M. Straus
House Chair

Sen. Brendan P. Crighton
Senate Chair

PUBLIC HEARING NOTICE

Date of Hearing: May 16, 2023

Time: 10 AM

Location: Worcester State University (Sullivan Academic Center)

Address: 486 Chandler Street, Worcester, MA

Please be advised that Representative William Straus and Senator Brendan Crighton, co-chairs of the Western Massachusetts Passenger Rail Commission, have announced the fifth of six public meetings of the Commission, which are being held pursuant to §60 of Chapter 176 of the Acts of 2022. The legislature established this commission to investigate and receive public testimony concerning potential public entities with the ability to design, permit, construct, operate and maintain passenger rail service proposals from the East-West Passenger Rail Study Final Report.

The meeting is scheduled for **May 16, 2023 at 10 a.m.** in the Eager Auditorium in the Sullivan Academic Center at Worcester State University. A sign-in sheet at the hearing location will be made available for those persons who wish to address the Commission in-person.

Members of the public wishing to view and participate in the meeting remotely may do so by accessing a livestream of the meeting that will be made available on the [MassDOT website](#). Remote participants may click on the "raise hand" icon, which will signify to the Commission that they wish to be heard virtually, and they will be called on during the public comment period of the hearing. Please note that Zoom Webinar attendees will join in listen-only mode. They will be automatically muted and will not appear on video for the hearing. When a remote participant is called on to address the Commission, the meeting organizer will unmute them for the purpose of providing their testimony.

Additionally, you may submit written testimony by email to commission staff at: Siobhan.Morrissey@mahouse.gov.

MEETING AGENDA

1. **Call to Order**
2. **Presentations on South Station Capacity**
3. **Open Floor for Discussion among Membership**
4. **Public Comment Period**

This agenda has been prepared in advance and does not necessarily include all matters which may be taken up at this meeting. You may contact commission staff with any questions via email at: Siobhan.Morrissey@mahouse.gov.

The Commonwealth of Massachusetts
State House, Boston 02133
Western Massachusetts Passenger Rail Commission

Rep. William M. Straus
House Chair

Sen. Brendan P. Crighton
Senate Chair

PUBLIC HEARING NOTICE

Date of Hearing: May 16, 2023

Time: 2 PM

Location: Lebowitz Room, Morse Institute Library

Address: 14 East Central Street, Natick, MA

Please be advised that Representative William Straus and Senator Brendan Crighton, co-chairs of the Western Massachusetts Passenger Rail Commission, have announced the final of six public meetings of the Commission, which are being held pursuant to §60 of Chapter 176 of the Acts of 2022. The legislature established this commission to investigate and receive public testimony concerning potential public entities with the ability to design, permit, construct, operate and maintain passenger rail service proposals from the East-West Passenger Rail Study Final Report.

The meeting is scheduled for **May 16, 2023 at 2 p.m.** in the Lebowitz Room at the Morse Institute Library in Natick. A sign-in sheet at the hearing location will be made available for those persons who wish to address the Commission in-person.

Members of the public wishing to view and participate in the meeting remotely may do so by accessing a livestream of the meeting that will be made available on the [MassDOT website](#). Remote participants may click on the "raise hand" icon, which will signify to the Commission that they wish to be heard virtually, and they will be called on during the public comment period of the hearing. Please note that Zoom Webinar attendees will join in listen-only mode. They will be automatically muted and will not appear on video for the hearing. When a remote participant is called on to address the Commission, the meeting organizer will unmute them for the purpose of providing their testimony.

Additionally, you may submit written testimony by email to commission staff at: Siobhan.Morrissey@mahouse.gov.

MEETING AGENDA

1. **Call to Order**
2. **Presentations on South Station Capacity**
3. **Open Floor for Discussion among Membership**
4. **Public Comment Period**

This agenda has been prepared in advance and does not necessarily include all matters which may be taken up at this meeting. You may contact commission staff with any questions via email at: Siobhan.Morrissey@mahouse.gov.

NEWS

Tickets Now on Sale for Berkshire Flyer Seasonal Passenger Rail Service between New York City and Pittsfield, Massachusetts

Passenger rail service is run on weekends by Amtrak, in conjunction with MassDOT and NYSDOT. Service is offered during summer months from Memorial Day Weekend through Columbus Day Weekend

4/10/2023

Massachusetts Department of Transportation

Rail and Transit Division

PITTSFIELD — Amtrak, in conjunction with the Massachusetts Department of Transportation (MassDOT) and New York State Department of Transportation (NYSDOT), are announcing tickets are now on sale for the Berkshire Flyer, the seasonal passenger rail service that operates between New York City and Pittsfield, Massachusetts. The service, which began as a successful pilot last summer, is scheduled to resume on Friday, May 26, and will operate on weekends through the summer and early fall until Columbus Day weekend.

The Berkshire Flyer is operated with a Friday afternoon departure from New York's Penn Station to Pittsfield, MA, via Albany-Rensselaer, New York. A return trip is provided on Sunday afternoons. Each train makes stops at several stations. On Memorial Day and Labor Day weekends, the return trip will take place the holiday Monday.

"We know convenient, accessible transportation is crucial for our residents and our economy and we are pleased to continue our successful partnership with Amtrak, the New York State Department of Transportation and CSX to offer the Berkshire Flyer service for all those visiting Western Massachusetts," **said Transportation Secretary and CEO Gina Fiandaca.** "This popular seasonal passenger rail service provides an opportunity for travelers to have fun, relax, and enjoy the beautiful scenery that the Berkshires has to offer."

"Amtrak is pleased to offer the *Berkshire Flyer* between New York City and the Berkshires once again after last summer's successful launch" **said Amtrak Vice President State Supported Services Ray Lang.** "Thanks to our

partners at MassDOT, NYSDOT and CSX, customers can enjoy a sustainable and relaxing weekend trip with great weather and beautiful scenery all season long.”

New York State Department of Transportation Commissioner Marie Therese Dominguez said, “There is no better way to experience the scenic beauty and natural splendor of the Northeast Region than by riding the rails and under Gov. Kathy Hochul’s leadership, New York State is committed to making train travel even more pleasurable and convenient. We are proud to partner with our colleagues at Amtrak and the Massachusetts Department of Transportation to once again offer the Berkshire Flyer service this summer as part of our mission to create a 21st Century transportation system that connects communities and creates opportunities for all to enjoy the beauty of upstate New York and the Berkshires.”

“CSX is pleased to honor our commitment to pilot passenger service, the Berkshire Flyer, that will run between New York City and Pittsfield, MA on our network this summer,” **said Senior Director of Passenger Operations at CSX, Andy Daly.** “CSX has a long history of working in partnership on projects that benefit both passenger and freight rail service, and since acquiring Pan Am, we have made significant investments in the infrastructure to provide a safer, more reliable freight rail network throughout New England.”

The Berkshire Flyer is building upon last year’s successful season where most of the Pittsfield-bound trains were sold out days before departure. Based on that experience, passengers planning a trip are encouraged to purchase tickets early.

The Berkshire Flyer departs from New York Penn Station at 3:16 p.m. on Fridays and arrives at Joseph Scelsi Intermodal Transportation Center, 1 Columbus Avenue, Pittsfield at 7:12 p.m. The train will make all the intermediate station stops as the typical Amtrak Empire Service train does on Fridays, which include Yonkers, NY, Croton-Harmon, NY, Poughkeepsie, NY, Rhinecliff, NY, Hudson, NY, and Albany-Rensselaer Station. The Sunday return trip, making all the same station stops, will depart Pittsfield at 3:00 p.m. and arrive in New York at 7:10 p.m.

“I have been a staunch supporter of this initiative from the start, and despite health concerns stemming from the COVID-19 pandemic, last year’s ridership numbers speak for themselves,” **said Congressman Richard E. Neal.** “The Berkshires have plenty to offer in the arts, culture, history, and hospitality, and the Berkshire Flyer provides accessible, convenient travel for those who wish to visit, creating a catalyst for regional economic growth and sustainability. I am grateful to the folks at Amtrak, CSX, MassDOT, and NYSDOT for working to make this service a reality, and for continuing to work towards our shared goal of improved and expanded passenger rail service.”

Efforts to evaluate passenger rail service between the Berkshires and New York have been ongoing since 2018. Many Berkshire County groups, municipal officials, and elected leaders worked to spearhead the pilot service, while Amtrak, MassDOT, and NYSDOT collaborated with CSX Transportation to prepare for pilot service last year. The Berkshire Flyer service will continue to be evaluated this year to further understand the feasibility and demand of the service before continuing service in future seasons, deciding on its schedule if it is to continue, and identifying specific infrastructure improvements or service changes that may be necessary.

Berkshire Flyer customers can expect the same amenities onboard as they do on all other Amtrak trains including, free Wi-Fi, the freedom to use phones and electronic devices at all times (no “airplane mode”), the

ability to travel with small pets, large spacious seats with ample leg room, no middle seat, and one of the most generous baggage policies in the travel industry, applicable for two personal items and two carry-on bags.

Tickets are now on sale and are available for purchase on [Amtrak.com](https://www.amtrak.com) ([/Amtrak.com](https://www.amtrak.com)), the Amtrak app, Amtrak ticket desks and kiosks, and through 1-800-USA-RAIL.

For MassDOT information, please visit: <https://www.mass.gov/orgs/massachusetts-department-of-transportation> ([/orgs/massachusetts-department-of-transportation](https://www.mass.gov/orgs/massachusetts-department-of-transportation)).

To learn more about NYSDOT, please visit: <https://www.dot.ny.gov/index> (<https://www.dot.ny.gov/index>).

Massachusetts Department of Transportation ([/orgs/massachusetts-department-of-transportation](https://www.mass.gov/orgs/massachusetts-department-of-transportation))

[More](https://www.mass.gov/orgs/massachusetts-department-of-transportation) ([/orgs/massachusetts-department-of-transportation](https://www.mass.gov/orgs/massachusetts-department-of-transportation))

Rail and Transit Division ([/orgs/rail-and-transit-division](https://www.mass.gov/orgs/rail-and-transit-division))

[More](https://www.mass.gov/orgs/rail-and-transit-division) ([/orgs/rail-and-transit-division](https://www.mass.gov/orgs/rail-and-transit-division))



[\(1\)](#)

[All Topics](#) ([/topics/massachusetts-topics](#))

[Site Policies](#) ([/site-policies](#))

[Public Records Requests](#) ([/topics/public-records-requests](#))

© 2023 Commonwealth of Massachusetts.

Mass.gov® is a registered service mark of the Commonwealth of Massachusetts. [Mass.gov Privacy Policy](#) ([/privacypolicy](#))



MEMORANDUM

TO: Delegates and Alternates,
Berkshire Regional Planning Commission

FROM: Thomas Matuszko, Executive Director

DATE: April 12, 2023

RE: **March 2023 Assistance Activities**

This report highlights technical assistance provided by BRPC staff for March 2023. This assistance was in response to requests identified in the Board/Organization column. If available and permitted by the funding agencies, responses were supported by local assessment or grant funds. This report aims to inform municipal officials about how local assessment funds are used and indicate the types of local and technical assistance BRPC can provide. If assistance may be useful to your community, please feel free to contact us for details.

Town/City/ State	Municipal Technical Assistance	Board/Organization
Adams	Review Howland Ave plans	Community Development Department
Cheshire	Map of zoning and BioMap3	Planning Board
Cheshire	Reviewed zoning bylaws and map	Planning Board
Clarksburg	Update zoning map	Town Administrator
Sheffield	Scenic Mountain Act Map	Conservation Commission
Tyringham	Master Plan information	Planning Board
Washington	Procurement and contract preparation	Select Board
West Stockbridge	Complete Streets survey draft and report, Tier 2 template update.	Department of Public Works