



BRPC

Berkshire Regional Planning Commission

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MEETING NOTICE

There will be a meeting of the EXECUTIVE COMMITTEE
of the
BERKSHIRE REGIONAL PLANNING COMMISSION
Thursday, June 6, 2024 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 meeting at

<https://us02web.zoom.us/j/3926128831?omn=85272662165>

Meeting id: 392 612 8831, 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 May 2, 2024* (4:05)
- IV. Financial Reports (4:10)
 - A. Vote to Approve the April 26 – May 30, 2024, Expenditures Report*
 - B. Report on the Accounts Receivable/ Assessments – May 2024
 - C. Report on the Line of Credit
 - D. Report on EPA's Limited Scope Review
- V. Comments from Berkshire Regional Planning Commission Delegates and Alternate Delegates (4:15)
- VI. Items Requiring Action* (4:20)
 - A. Vote to Approve (After the Fact) the Submission of a Grant Application to the Massachusetts Department of Environmental Protection Section 319 Nonpoint Source Pollution Competitive Grant Program
 - B. Vote to Re-appoint Members to Special or Standing Committees or Commissions not Under the Jurisdiction of the Commission*
 - C. Vote to Approve Amendments to BRPC's Professional Development Program*
 - D. Vote to Approve Revisions to BRPC's Telework Policy*
 - E. Vote to Authorize the Environmental Review Committee to submit Comments to the Massachusetts Environmental Policy Act Office the City of North Adams Department of Public Services Expanded Environmental Notification Form (EENF) for the Mount

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

Williams Reservoir Dam and Notch Reservoir Dam Improvements Projects.

- VII. Committee Reports and Discussion (4:50)
- A. Comprehensive Economic Development Strategy Committee
 - B. Transportation Advisory Committee
 - C. Regional Issues Committee
 - D. Metropolitan Planning Organization (MPO)
- VIII. Executive Director's Report (4:55)
- A. Report on New Contracts / Agreements
 - B. Berkshires Tomorrow Inc. (BTI) Update
 - C. Staff Updates
 - D. Rural Policy Advisory Commission (RPAC) Update
 - E. Passenger Rail
 - F. 5th Thursday Dinner
 - G. Beyond Mobility Plan Public Comments
 - H. Brownfields Awards
 - I. State Retirement Legislation
- IX. Old Business (5:00)
- A. Discussion about the Annual Meeting
- X. New Business (5:05)
- A. National Interest Electric Transmission Corridor (NIETC) proposal
 - B. Vote to Approve the FY 25 BRPC Meeting Schedule
 - C. Review and Discussion of Environmental Review Committee Procedures
 - D. Discussion of the Kusik Award
 - E. Discussion about BRPC Meeting Recordings
- XI. Adjournment (5:10)
- Attachments:
- Unapproved Minutes of the May 2, 2024, BRPC Executive Committee Meeting
 - April 25 to May 30, 2024 Expenditures Report
 - Accounts Receivable Report – May 2024
 - Line of Credit Report
 - Notification of Limited Scope Review
 - Executive Director's Memorandum
 - Draft – Professional Development Program
 - Proposed – Telework Policy Amendment
 - Unapproved Minutes of the May 8, 2024 Comprehensive Economic Development Strategy Committee Meeting
 - Unapproved Minutes of the May 21, 2024 Transportation Advisory Committee Meeting
 - Unapproved Minutes of the May 28, 2024 2024 Metropolitan Planning Organization Meeting
 - Beyond Mobility Plan Comments
 - NEITC Press Release
 - Potential NIETC Geographic Area New England
 - Proposed SCHEDULE OF MEETINGS FY2025April 2024 Technical Assistance Memo
 - Kusik Award Awardees List
 - Technical Assistance Memo April 2024
- * Items Requiring Action



BRPC

Berkshire Regional Planning Commission

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

DRAFT Executive Committee Minutes

Thursday, May 2, 2024

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

Chair Malcolm Fick called the meeting to order at 4:00 p.m. 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. He stated that BRPC was recording the meeting, and anyone else who wanted to record it needed to inform him.

II. Roll Call:

Read by Office Administrator Kate Hill Tapia:
Malcolm Fick, Chair, Gt Barrington Alternate
Buck Donovan, Treasurer, Lee Delegate
Sheila Irvin, Clerk, Pittsfield Delegate
Doug McNally, Commission Development Committee, Chair, Windsor Delegate
Roger Bolton, Environmental Review Committee Chair, Williamstown Alternate
Christine Rasmussen, Regional Issues Committee Chair, Stockbridge Alternate
Sam Haupt, At-Large, Peru Delegate

Staff Present: Thomas Matuszko, Executive Director; Marianne Sniezek, Office Manager; Kate Hill Tapia, Office Administrator; Laura Brennan, Assistant Director, and Economic Development Program Manager; Melissa Provencher, Environmental and Energy Program Manager 4:30

III. Approval of April 4, 2024 Minutes

Roger Bolton moved to approve the April 4, 2024, meeting minutes with Sheila Irvin's amendment that she was present for affirmative votes on the Actions under section VI. The motion was seconded by Doug McNally and approved by a roll call vote from Malcolm Fick, Buck Donovan, Sheila Irvin, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

IV. Financial Reports

A. March 29 – April 25, 2024 Expenditures Report

Clarifying questions:

17942 - \$4680 to Berkshires Tomorrow, Inc. is for software leasing; as a not-for-profit, BTI gets a better rate than BRPC leases.

17954 - Flying Cloud is a subcontractor that promotes STEM education to girls

17980 – Full Circle Technology is the online permitting software provider for

building and boards of health inspectors; there were recent software upgrades @ approximately \$7000 per municipality.

Roger Bolton moved to accept the report, and Sheila Irvin seconded the motion. It was approved by a roll call vote from Malcolm Fick, Sheila Irvin, Buck Donovan, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

B. Accounts Receivable / Assessments Report April 2024

Tom reviewed some of the outstanding invoices.

C. Line of Credit Report

It has not been used.

V. Comments from Berkshire Regional Planning Commission Delegates and Alternate Delegates

None

VI. Items Requiring Action

A. Vote to Amending BRPC's Vacation Accrual Policy

The Executive Committee was requested to approve amending BRPC's vacation accrual policy to state that once 175 hours are accrued, employees will stop accruing vacation leave.

Employees currently over the 175 hour limit would not lose that overage amount; they will stop accruing any new time until they lower that amount to 175, with the plan to get down to 140 or below. This policy would go into effect July 1, 2024.

Doug McNally motioned to approve amending BRPC's vacation accrual policy to state that employees will stop accruing vacation leave once 175 hours have been accrued. Roger Bolton seconded it. A roll vote was approved by Malcolm Fick, Buck Donovan, Sheila Irvin, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

B. Vote to Approve the Submission of a Grant Application to the Massachusetts Community One Stop for Growth Program for the Sustainable Berkshires Update

The Executive Committee was requested to authorize the Executive Director to submit a grant application and sign any resulting contracts and agreements to the Massachusetts Community One Stop for Growth Program for the Sustainable Berkshires Update. This project will evaluate goals and actions laid out in the Sustainable Berkshires regional comprehensive plan in 2014, develop updates that address changes in the region over the past decade, and develop a more manageable action plan for the future. The amount requested is \$200,000. Community Planning Program Manager [CJ Hoss](#) is the project lead.

Roger Bolton motioned to authorize the Executive Director to submit a grant application and sign any resulting contracts and agreements to the Massachusetts Community One Stop for Growth Program for the Sustainable Berkshires Update for \$200,000. Doug McNally seconded it. A roll vote was approved by Malcolm Fick, Buck Donovan, Sheila Irvin, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

C. Vote to Approve the Submission of a Grant Application to the Massachusetts Department of Environmental Protection Section 319 Nonpoint Source Pollution Competitive Grant Program

The Executive Committee was requested to authorize the Executive Director to submit a grant application to the MA Department of Environmental Protection (MassDEP) Section 319 Nonpoint Source Pollution (NPS) Competitive Grant Program for an Environmental Justice NPS Coordinator.

BRPC would serve as an Environmental Justice NPS Coordinator (EJ Coordinator), conduct NPS-focused capacity-building work, and meaningfully engender environmental stewardship in disadvantaged communities. This work would include engaging local communities through robust outreach and education, training, capacity building, development of watershed-based plans, supporting or undertaking the development and submittal of high-quality proposals for future §319 Implementation projects and other grants that can serve as a source of non-federal match.

This is anticipated to be a three year project. No match is required. Staff contacts for this project are Environmental & Energy Program Manager [Melissa Provencher](#) and Principal Environmental Planner [Courteny Morehouse](#).

Doug McNally motioned to authorize the Executive Director to submit a grant application to the MA Department of Environmental Protection (MassDEP) Section 319 Nonpoint Source Pollution (NPS) Competitive Grant Program for an Environmental Justice NPS Coordinator. Sam Haupt seconded it. A roll vote was approved by Malcolm Fick, Buck Donovan, Sheila Irvin, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

D. Vote to Approve Submission Comments to the Massachusetts Environmental Policy Act (MEPA) Office on the Final Environmental Impact Report (FEIR) on the New England Power (NEP) E131 Asset Condition Refurbishment Project – (EEA#16663)

The Executive Committee was requested to approve the submission of comments to MEPA on the FEIR on the New England Power E131 Asset Condition Refurbishment Project. The FEIR for this project was filed with MEPA. The Environmental Review Committee prepared the comments. The main issue is that the FEIR doesn't address the important issue of increasing capacity. What happens next is up to the Secretary's discretion. Thanks were given to Melissa Provencher for her work on the review.

Roger Bolton motioned to authorize the Executive Director to submit

comments to MEPA on the FEIR on the New England Power E131 Asset Condition Refurbishment Project and send them to the Secretary of Energy and Environmental Affairs. Doug McNally seconded it. A roll call vote was approved by Malcolm Fick, Buck Donovan, Sheila Irvin, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

E. Vote to Approve the Submission of Comments to the Massachusetts Environmental Policy Act (MEPA) Office on the Final Environmental Impact Report (FEIR) on the NSTAR Electric Company/Eversource WT-02 Transmission Right-of-Way Reliability Program (TRRP) – Final EIR (EEA File No. 16567)

The Executive Committee was requested to approve the submission of comments to MEPA on the FEIR on the NSTAR Electric Company/Eversource WT-02 Transmission Right-of-way Reliability Program (TRRP). The FEIR for this project was filed with MEPA. The Environmental Review Committee prepared the comments.

Roger Bolton motioned to authorize the Executive Director to submit comments to MEPA on the FEIR on the NSTAR Electric Company/Eversource WT-02 Transmission Right-of-way Reliability Program (TRRP) and send them to the Secretary of Energy and Environmental Affairs. Doug McNally seconded it. A roll call vote was approved by Malcolm Fick, Buck Donovan, Sheila Irvin, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

F. Vote to Approve Subaward Monitoring Policy

BRPC must comply with monitoring requirements when receiving direct federal funds passed through to subrecipients, including having a policy. These requirements are based on a risk assessment that must be conducted regarding the subrecipient's ability to comply with federal spending and reporting requirements using financial information provided by the subrecipient before being under contract. The level of required monitoring of the subrecipient is then based on the level of perceived risk that the subrecipient will or will not be able to comply. BRPC will give awardees a copy of the policy. This policy will better prepare BRPC for a federal audit.

Roger Bolton motioned to approve the Subaward Monitoring Policy. Christine Rasmussen Irvin seconded it. A roll call vote was approved by Malcolm Fick, Buck Donovan, Sheila Irvin, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

G. Vote to Approve Amendments to BRPC's Professional Development Program

The draft amendments were not ready, but the Committee discussed amending the Professional Development Program. Some repayment would be required if employees leave within two years of completing an educational program. To be confirmed if that would be just the training cost or also staff time.

VII. Committee Reports and Discussion

A. Comprehensive Economic Development Strategy Committee

The CEDS Committee met on April 10, 2024. The main agenda topics were a report from Cody Chamberlain, an Economic Recovery Corps member working with 1Berkshire, and a discussion of Goals and Objectives and Priority Projects to be included in the Annual CEDS Progress Report, which this year is due by June 30th. Draft unapproved minutes were in the meeting material.

B. Metropolitan Planning Organization (MPO)

The MPO met on April 23, 2024. The main items discussed were the development of the 2025 – 2029 Transportation Improvement Program, a presentation on the Massachusetts transportation plan, Beyond Mobility, and an initial review of the proposed Federal Fiscal Year Unified Planning Work Program. The UPWP will be approved at the May 28 meeting. Draft unapproved minutes were in the meeting material.

C. Regional Issues Committee

The Regional Issues Committee met on April 28, 2024. The main topics on the agenda were follow-up items related to site plan review legislation and the Commission on Energy Infrastructure Siting and Permitting and discussion about housing priorities concerning the upcoming listening sessions for a statewide Housing Plan and possible formation of a BRPC Legislative Affairs or Government Relations Committee. Meeting minutes were not yet available.

D. Finance Committee

The Finance Committee met on April 30 and approved the fiscal year 2025 budget to present at the May 16 Commission meeting.

E. Environmental Review Committee

The Environmental Review Committee met on April 30 and reviewed and approved comments on the two FEIRs that were filed related to transmission lines. MEPA's project review procedures may be shared before the next meeting.

VIII. Executive Director's Report

A. Report on New Contracts/Agreements

New Grants and Contracts received/initiated from 03/29/2024 to 04/25/2024.

- Lee – Complete Streets - \$29,564
- Savoy – Roads & Culverts Assessment - \$17,300
- Franklin Regional Council of Governments – Medical Reserve Corps - \$44,112
- Public Health Institute of Western MA – Berkshire County Focus Group - \$1,000

- Executive Office of Housing and Livable Communities – District Local Technical Assistance - \$214,214
- Executive Office of Housing and Livable Communities – Augmentation Allocations - \$142,809

Grants and Contracts not received.

We did not receive the Promoting Resilient Operations for Transformative, Efficient, and Cost saving Transportation (PROTECT) program.

B. Berkshires Tomorrow Inc. (BTI) Update

The BTI board approved Berkshires Tomorrow, Inc. to accept a grant from Mill Town Foundation for \$25,000 to support the Berkshire Benchmarks initiative for \$15,000 and the Berkshire Funding Focus program for \$10,000.

C. Staff Updates

- Recent Hires:
 - Aleesha Siddiqui – Digital Equity Intern
 - Luke Pelowski – Outdoor Recreation Intern
- Open Positions:
 - Public Health Community Social Worker
 - Public Health Planner (Epidemiologist)(Offer made)
- Terminations:
 - June Axt – Public Health Nurse – part-time (Has not worked in 2 years)

D. Rural Policy Advisory Commission (RPAC) Update

The Commission did not meet in April 2024. Comments were submitted on the Affordable Homes Act (Housing Bond Bill) and to the Chairs of the Legislative Rural Caucus on the Mass Leads Act (Economic Development Bond Bill). Comments were included in the meeting materials.

E. Passenger Rail

- West-East Rail – Tom attended a meeting sponsored by Congressman Neal to review MassDOT's effort related to passenger rail. This effort is called Compass Rail and includes efforts to establish/enhance passenger rail service through Springfield for both north and south and west and east services. The so-called inland route would establish two round trips between Springfield and Boston. Funding has been obtained for needed track improvements, with design work to begin this summer and construction to begin in 2027. Service to Pittsfield has been included in the proposed Boston and Albany service. MassDOT has received federal Corridor ID Program funding to develop a service plan for the Boston and Albany service. Along with that service plan, work has already been funded to improve the track capacity in Pittsfield. MassDOT intends to have the Compass Rail plan fully operational by 2045.
- Berkshire Flyer – Amtrak announced the third season of the Berkshire Flyer service with weekend passenger rail service between New York City and Pittsfield. It will run from June 21 through Monday, September 2, 2024. An additional train will run from New York City to Pittsfield on

- Sunday morning. A press release was in the meeting materials.
- Northern Tier Passenger Rail – No known activity over the past month

F. Rural Road Funding Available

The Massachusetts Department of Transportation has announced that \$25 million in supplemental funding in a fiscal 2024 transportation bond bill is available to municipalities for road and bridge repair and construction. By statute, the Rural Roadway Funding Program will be distributed to all communities through a formula that favors rural communities, with apportionments based 20% on road miles, 20% on population, and 60% on whether a community is considered rural. For this program, rural communities are defined as having a population of less than 10,000 and a population density of fewer than 500 people per square mile. On April 9, MassDOT said apportionments have been added to each city and town's Chapter 90 account.

G. 5th Thursday, May 30, 4:00 – 6:00 p.m.: Microtransit

BRPC's 5th Thursday will return on May 30th from 4–6 p.m. at Mazzeo's Ristorante in Pittsfield. The topic will be Microtransit. Tickets are available at: <https://www.eventbrite.com/e/brpc-5th-thursdaymicrotransit-tickets-872639707857>

H. Beyond Mobility Plan Public Comment Period

[Beyond Mobility](#) is the name of MassDOT's long-range transportation plan. The plan identifies six priority areas: safety, destination connectivity, travel experience, reliability, supporting clean transportation, and resiliency, along with over 100 action items. MassDOT is soliciting public comments which can be submitted at [Beyond Mobility Comment Form \(qualtrics.com\)](#) through May 31, 2024.

I. Berkshire County Digital Equity Summit

The Alliance for Digital Equity, a coalition representing four counties and 62 organizations in Western MA, is sponsoring a convening on advancing digital equity in the Berkshires on Friday, May 10, from 9:30 a.m. to 3 p.m. at The Common Room of Zion Lutheran Church in Pittsfield. Registration is required at [Berkshire County Digital Equity Summit Tickets, Fri, May 10, 2024 at 9:30 a.m. | Eventbrite](#). Participants will learn about digital equity services, planning, and resources being offered, such as digital skills, laptop devices and hotspots, and other collaborative opportunities.

J. Unlocking Housing Production Listening Session

As part of developing a five-year strategic statewide housing plan, a listening session will be held at Berkshire Community College on Wednesday, May 15, 2:00 – 4:00 p.m. This plan would include strategies for increasing housing production, preserving and upgrading existing housing stock, supporting individuals and families struggling with homelessness, and using housing to create economic mobility for all. Registration is required. (Register [HERE.](#))

IX. Old Business

A. Discussion about State Retirement Legislation

As has been reported over the years, the state retirement system, which many Regional Planning Agencies (RPAs) are a part of, did not invoice RPAs for the employer share. An audit of the state retirement system identified this error, and the state retirement system has been trying to collect the employer share from those RPAs, in many instances hundreds of thousands of dollars in supposed arrears. BRPC had special legislation which exempted us from the employer share.

However, the retirement system is trying to make BRPC pay the employer share. For years, both sides have proposed legislation, in the case of the RPAs, to formally state that we are exempt from the employer share. The RPA bills this year, H. 2426 and S. 1682 (An Act Relative to Regional Planning Agencies), have advanced further through the legislative process than in previous years. H. 2426 was reported favorably by the Public Service Committee and was ordered to third reading. S. 1682 was reported favorably out of the Committee on Public Service and referred to the committee on Senate Ways and Means.

X. New Business

A. May 16 Commission Meeting

Potential topics:

- Compass Rail presentation: While we have been using the Commonwealth's recently released Economic Development Plan as a framework for future meeting topics, Tom reached out to the West-East Rail Director, who is available to provide an update on the Commonwealth's plan for passenger rail services, so-called Compass Rail, especially related to west-east service.
- CEDS Annual Update
- Transportation Document Approval (TIP & UPWP) – to guide representatives on voting at the MPO meeting.
- FY 25 BRPC Budget Approval
- MassSAVE proposed changes that may impact municipalities

B. Annual Meeting

Tom asked for input on whether BRPC should plan on in-person annual meeting and, if yes, when and what format. Ideas include a breakfast event and joining other county-wide organizations (s) to attract a larger audience. Possible topics include attracting people to municipal work. The Select Board Association is no longer functioning.

C. FY 25 BRPC Budget

A \$6.6 million conservative fiscal year 2025 budget was reviewed, including only confirmed revenue. Additional revenue will be added as confirmed. The Finance Committee reviewed it and recommended approval at the May Commission meeting.

XI. Adjournment

Doug McNally motioned to adjourn the meeting at 5:16 p.m., seconded by Roger Bolton, and unanimously approved by a roll call vote: Malcolm Fick, Sheila Irvin, Buck Donovan, Doug McNally, Roger Bolton, Christine Rasmussen, and Sam Haupt.

Attachments:

- Unapproved Minutes of the April 4, 2024, BRPC Executive Committee Meeting
- March 29, 2024 to April 25, 2024 Expenditures Report
- Accounts Receivable Report – April 2024
- Line of Credit Report
- Executive Director's Memorandum
- BRPC Vacation Leave Accrual Amendment
- Draft – Subaward Monitoring Policy
- Unapproved Minutes of the April 10, 2024 Comprehensive Economic Development Strategy Committee Meeting
- Unapproved Minutes of the April 23, 2024 Metropolitan Planning Organization Meeting
- Intern Resume – Aleesha Siddiqui
- Intern Resume – Peter Luke Pelowski
- Rural Policy Advisory Commission Comments on the Affordable Homes Act
- Rural Policy Advisory Commission Comments on the Mass Leads Act
- Compass Rail summary
- Berkshire Flyer Announcement
- BRPC 5th Thursday Announcement
- February and March 2024 Technical Assistance Memo

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From Apr 26, 2024 to May 30, 2024

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Amount | Department | Department Description | Expense |
|---------|--------|--|-----------|-------------------|--|----------------------------|
| 18015 | 5/1/24 | BECKS PRINTING | 1,305.00 | 716 EPA/RLF2 | Environmental Protection Agency Revolving Loan Fund 2022 | Printing |
| 18016 | 5/1/24 | BERKSHIRE GROWN INC | 17,246.85 | 715 USDA/RFSP | USDA - Regional Food System Partnerships Program | Subrecipient |
| 18017 | 5/1/24 | BLUE 20/20 | 214.38 | 040 ADMIN | Admin | Vision Insurance |
| 18018 | 5/1/24 | MARIE BRADY | 21.44 | 646 DPH/MASSCALL3 | Department of Public Health MASS CALL 3B Substance Misuse Prevention Grant Program | Expense Form |
| 18019 | 5/1/24 | LAURA BRENNAN | 7.24 | 732 EPA/AIRQ | Environmental Protection Agency - Air Quality | Expense Form |
| 18020 | 5/1/24 | BRITNEY DANIALS | 185.92 | --- | Varied Projects | Expense Form |
| 18021 | 5/1/24 | DONOVAN O'CONNOR & DODIG, LLP | 184.70 | 716 EPA/RLF2 | Environmental Protection Agency Revolving Loan Fund 2022 | Legal Services |
| 18022 | 5/1/24 | EMPLOYERS ASSOCIATION OF THE NORTHEAST | 1,400.00 | 040 ADMIN | Admin | Annual Membership Dues |
| 18023 | 5/1/24 | FAIRVIEW HOSPITAL | 16,727.54 | 519 FRCOG/FRMRC24 | FRCOG Franklin County Medical Reserve Corps FY24 | Subcontractor |
| 18024 | 5/1/24 | SIOGA CLUB OF BERKSHIRE COUNTY INC | 25.00 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | Subcontractor |
| 18025 | 5/1/24 | CORNELIUS HOSS | 74.64 | --- | Varied Projects | Expense Form |
| 18026 | 5/1/24 | SOPHIE CARNES JANNEN | 182.91 | 650 DPH/SS | Public Health Excellence for Shared Services | Expense Form |
| 18027 | 5/1/24 | DAVID KELLEY | 920.00 | 040 ADMIN | Admin | Cleaning Services |
| 18028 | 5/1/24 | LAURA KITTROSS | 179.68 | --- | Varied Projects | Expense Form |
| 18029 | 5/1/24 | CLETUS KUS | 28.68 | 440 MassDOT/TPL23 | MassDOT - Transportation Planning | Expense Form |
| 18030 | 5/1/24 | JOCELYN LATVALLA | 140.74 | --- | Varied Projects | Expense Form |
| 18031 | 5/1/24 | ANDREW MCKEEVER | 152.29 | --- | Varied Projects | Expense Form |
| 18032 | 5/1/24 | MCKESSON MEDICAL - SURGICAL | 65.82 | 734 NCOA/VAC | National Council on Aging - Vaccine Initiative | 2024/2025 Vaccine Supplies |
| 18033 | 5/1/24 | KELLIE MEISL | 480.00 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | Subcontractor |
| 18034 | 5/1/24 | MIIA HEALTH BENEFITS TRUST | 2,529.16 | 040 ADMIN | Admin | Dental Insurance |
| 18035 | 5/1/24 | MIIA HEALTH BENEFITS TRUST | 65,084.66 | 040 ADMIN | Admin | Health Insurance |
| 18036 | 5/1/24 | ANN MARIE MUTZ | 1,000.00 | 646 DPH/MASSCALL3 | Department of Public Health MASS CALL 3B Substance Misuse Prevention Grant Program | |
| 18037 | 5/1/24 | NEW ENGLAND NEWSPAPERS, INC | 671.60 | --- | Varied Projects | Communications |
| 18038 | 5/1/24 | ANDREW OTTOSON | 240.66 | --- | Varied Projects | Expense Form |
| 18039 | 5/1/24 | CITY OF PITTSFIELD | 425.00 | 040 ADMIN | Admin | Parking |

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From Apr 26, 2024 to May 30, 2024

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Amount | Department | Department Description | Expense |
|---------|--------|----------------------------------|-----------|-------------------|---|---------------------------------------|
| 18040 | 5/1/24 | THE COOPER CENTER, LLC | 8,895.18 | 040 ADMIN | Admin | Rent |
| 18041 | 5/1/24 | BRETT ROBERTS | 52.80 | --- | Varied Projects | Expense Form |
| 18042 | 5/1/24 | NANCY SLATTERY | 248.59 | --- | Varied Projects | Expense Form |
| 18043 | 5/1/24 | COLIN SYKES | 457.36 | --- | Varied Projects | Expense Form |
| 18044 | 5/1/24 | TD CARD SERVICES | 10,559.35 | --- | --- | <i>April 2024 Credit Card Payment</i> |
| 18045 | 5/1/24 | WB MASON COMPANY INC | 721.43 | 040 ADMIN | Admin | Supplies |
| 18046 | 5/1/24 | JAYMIE ZAPATA | 98.27 | --- | Varied Projects | Expense Form |
| 18047 | 5/2/24 | MASS STATE BOARD OF RETIREMENT | 13,250.18 | --- | --- | Retirement |
| 18048 | 5/8/24 | BACH HARRISON, LLC | 150.00 | 646 DPH/MASSCALL3 | Department of Public Health MASS CALL 3B Substance Misuse Prevention Grant Program | Assessment Data Reports |
| 18049 | 5/8/24 | VALERIE BIRD | 292.79 | 650 DPH/SS | Public Health Excellence for Shared Services | Expense Form |
| 18050 | 5/8/24 | MATTHEW BRYAN | 26.80 | 516 FRCOG/EPP24 | FRCOG Emergency Preparedness Planning 2024 | Expense Form |
| 18051 | 5/8/24 | LESLIE DRAGER | 50.00 | 284 BPHA/PHN | Berkshire Public Health Alliance - Regional Public Health Nursing Program | Expense Form |
| 18052 | 5/8/24 | EDWARD FAHEY | 238.27 | 283 BPHA/INSP | Berkshire Public Health Alliance - Regional Pub | Expense Form |
| 18053 | 5/8/24 | KAMARA FLASCHER | 640.00 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | Subcontractor |
| 18054 | 5/8/24 | GROUP ARCHITECTURE & URBANISM CO | 3,655.00 | 753 PTS/MVPA | Pittsfield Francis Ave Parklet and Routing Study | Subcontractor |
| 18055 | 5/8/24 | DANIEL HASSETT | 243.81 | 650 DPH/SS | Public Health Excellence for Shared Services | Expense Form |
| 18056 | 5/8/24 | NIKKI LEWIS | 101.52 | --- | Varied Projects | Expense Form |
| 18057 | 5/8/24 | MA ASSOCIATION OF HEALTH BOARDS | 400.00 | 650 DPH/SS | Public Health Excellence for Shared Services | BOH Certification Training Tickets |
| 18058 | 5/8/24 | MAEGAN MOYNAHAN | 406.25 | 610 HRIA/G2G | Health Resources in Action - Grey to Green | Subcontractor |
| 18059 | 5/8/24 | JENNIFER MYGATT | 3,000.00 | 640 NEAETC/CR123 | New England AIDS Education & Training Center - Community Research Initiative of New England, Inc. - Hepatitis C V | Subcontractor |
| 18060 | 5/8/24 | ROUX ASSOCIATES INC | 23,934.23 | 702 EPA/ASSESS | Environmental Protection Agency Assessment | Subcontractor |
| 18061 | 5/8/24 | LYDIA SHULMAN | 1,406.34 | 650 DPH/SS | Public Health Excellence for Shared Services | Expense Form |

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From Apr 26, 2024 to May 30, 2024

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Amount | Department | Department Description | Expense |
|---------|---------|--------------------------------------|-----------|--------------------|---|------------------------------|
| 18062 | 5/8/24 | SOURCEPASS | 1,576.00 | 040 ADMIN | Admin | Computer Software |
| 18063 | 5/8/24 | JAZU STINE | 211.72 | --- | Varied Projects | Expense Form |
| 18064 | 5/8/24 | VALLEY GREEN SHREDDING, LLC | 42.50 | 040 ADMIN | Admin | Recycling |
| 18065 | 5/8/24 | WESTON & SAMPSON ENGINEERS INC | 1,841.25 | 716 EPA/RLF2 | Environmental Protection Agency Revolving Loan Fund 2022 | Subcontractor |
| 18066 | 5/13/24 | 1BERKSHIRE | 4,000.00 | 737 COMM/ARTBERK24 | Communities/Organizations - Cultural Districts - ArtWeek Berkshires 2024 | Communications |
| 18067 | 5/13/24 | THE BERKSHIRE EDGE | 1,500.00 | 737 COMM/ARTBERK24 | Communities/Organizations - Cultural Districts - ArtWeek Berkshires 2024 | Communications |
| 18068 | 5/13/24 | THE BRIEN CENTER | 6,428.57 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | Subrecipient |
| 18069 | 5/13/24 | THE BRIEN CENTER | 6,363.63 | 758 UBALT/COCLI | University of Baltimore - COCLI - Berkshire Post Overdose Program | Subrecipient |
| 18070 | 5/13/24 | DERRICK HOLT | 466.00 | 737 COMM/ARTBERK24 | Communities/Organizations - Cultural Districts - ArtWeek Berkshires 2024 | Communications |
| 18071 | 5/13/24 | SARAH KANGAS | 3,000.00 | 640 NEAETC/CRI23 | New England AIDS Education & Training Center - Community Research Initiative of New England, Inc. - Hepatitis C V | Subcontractor |
| 18072 | 5/13/24 | LAMAR COMPANIES | 375.00 | 737 COMM/ARTBERK24 | Communities/Organizations - Cultural Districts - ArtWeek Berkshires 2024 | Communications |
| 18073 | 5/13/24 | CHRISTIE LEWIS | 113.90 | --- | Varied Projects | Expense Form |
| 18074 | 5/13/24 | MAEGAN MOYNAHAN | 343.75 | 753 PTS/MVPA | Pittsfield Francis Ave Parklet and Routing Study | Subcontractor |
| 18075 | 5/13/24 | RAINBOW DISTRIBUTING COMPANY INC | 59.96 | 040 ADMIN | Admin | Water |
| 18076 | 5/13/24 | RITES OF PASSAGE AND EMPOWERMENT INC | 300.00 | 652 DPH/SORPEC | Department of Public Health - Bureau of Substance Addiction - SOR-PEC | SORPEC Workshop |
| 18077 | 5/13/24 | TPX COMMUNICATIONS | 1,376.70 | 040 ADMIN | Admin | Telephone |
| 18078 | 5/13/24 | WAMC NORTHEAST PUBLIC RADIO | 96.00 | 737 COMM/ARTBERK24 | Communities/Organizations - Cultural Districts - ArtWeek Berkshires 2024 | Communications |
| 18080 | 5/16/24 | THE COOPER CENTER, LLC | 2,180.91 | 040 ADMIN | Admin | Utilities |
| 18081 | 5/16/24 | TOWN OF CHESHIRE | 22,407.65 | 522 CHSNMB/CDBG18 | Cheshire New Marlborough - Community Development Block Grant | Returned Unused Town Funding |
| 18082 | 5/16/24 | TOWN OF WASHINGTON | 5,000.00 | 694 EOAF/SS/E&R | Administration and Finance Shared Services - Efficiency & Regionalization Grant Program | Subcontractor |
| 18083 | 5/21/24 | BRANDEIS UNIVERSITY | 37,500.00 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | Subrecipient |

BERKSHIRE REGIONAL PLANNING COMMISSION

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For the Period From Apr 26, 2024 to May 30, 2024

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| Check # | Date | Payee | Amount | Department | Department Description | Expense |
|---------|---------|-------------------------------------|------------|--------------------|---|--|
| 18084 | 5/21/24 | DERRICK HOLT | 342.00 | 737 COMM/ARTBERK24 | Communities/Organizations - Cultural Districts - ArtWeek Berkshires 2024 | Communications |
| 18085 | 5/21/24 | FIELD GEOLOGY SERVICES | 3,759.75 | 685.01 HVA/BCCCP24 | Housatonic Valley Association - Berkshire Clean Cold Connected Partnership | Subcontractor |
| 18086 | 5/21/24 | MACFARLANE OFFICE PRODUCTS, INC. | 614.90 | 040 ADMIN | Admin | Printing |
| 18087 | 5/21/24 | MASS STATE BOARD OF RETIREMENT | 13,251.63 | --- | --- | Retirement |
| 18088 | 5/21/24 | MAEGAN MOYNAHAN | 1,500.00 | 664 CLK/MVPA | Clarksburg - Municipal Vulnerability Preparedness | Subcontractor |
| 18089 | 5/21/24 | MUTUAL OF OMAHA | 1,655.63 | 040 ADMIN | Admin | Life; STD; LTD |
| 18090 | 5/21/24 | REGENERATIVE DESIGN GROUP CO-OP INC | 21,000.00 | 664 CLK/MVPA | Clarksburg - Municipal Vulnerability Preparedness | Subcontractor |
| 18091 | 5/21/24 | SHAMIA SHEPHERD | 1,000.00 | 646 DPH/MASSCALL3 | Department of Public Health MASS CALL 3B Substance Misuse Prevention Grant Program | Subcontractor |
| 18092 | 5/21/24 | VALLEY GREEN SHREDDING, LLC | 42.50 | 040 ADMIN | Admin | Recycling |
| 18093 | 5/21/24 | WATERSTONE ENGINEERING PLLC | 4,252.50 | 753 PTS/MVPA | Pittsfield Francis Ave Parklet and Routing Study | Subcontractor |
| 18094 | 5/21/24 | WHITE WOLF TRUCKING & EXCAVATION | 325.00 | 753 PTS/MVPA | Pittsfield Francis Ave Parklet and Routing Study | Supplies |
| 18095 | 5/21/24 | BERKSHIRES TOMORROW INC | 10,000.00 | 653 BRPC/INSREB | BRPC Insurance Reimbursement - Covid-19 | Pediatric Vaccination Nursing Services |
| 18096 | 5/29/24 | DEISY ESCOBAR | 70.00 | 709 MMP/BFF24 | Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus | Translation Services |
| 18097 | 5/29/24 | NBCC | 25,000.00 | 659 DPH/LHSCT | Department of Public Health - Local Health Support Covid-19 Contact Tracing | Subcontractor |
| 18098 | 5/29/24 | MATTHEW SMITH | 1,500.00 | 652 DPH/SORPEC | Department of Public Health - Bureau of Substance Addiction - SOR-PEC | Subcontractor |
| 18099 | 5/29/24 | VOLUNTEERS IN MEDICINE INC | 60,000.00 | 659 DPH/LHSCT | Department of Public Health - Local Health Support Covid-19 Contact Tracing | Subcontractor |
| 18100 | 5/29/24 | WB MASON COMPANY INC | 946.80 | 040 ADMIN | Admin | Supplies |
| 18079 | 5/16/24 | VOID | | --- | --- | Printing Error |
| 1202 | 5/16/24 | BHDC-RLD LEE LLC | 737,428.00 | 716 EPA/RLF2 | Environmental Protection Agency Revolving Loan Fund 2022 | Requisition #02 |
| 1305 | 5/9/24 | EMERALD LEAD TESTING | 491.00 | 631 DAL/CDBG | Dalton - Community Development Block Grant | Subcontractor |
| 1306 | 5/13/24 | ALEX KOMLEV | 21,330.00 | 631 DAL/CDBG | Dalton - Community Development Block Grant | Subcontractor |

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From Apr 26, 2024 to May 30, 2024

Filter Criteria includes: Report order is by Date.

| Check # | Date | Payee | Amount | Department | Department Description | Expense |
|---------|---------|-------------|-----------|--------------|--|---------------|
| 1307 | 5/13/24 | ALEX KOMLEV | 16,380.00 | 631 DAL/CDBG | Dalton - Community Development Block Grant | Subcontractor |

Total 1,194,395.33

April 2024 - Remaining Credit Card Payment Support:

| Check # | Date | Payee | Amount | Department | Department Description | Expense |
|---------|---------|-------------------------------------|----------|------------------------|---|-----------------------------|
| CCARD | 4/15/24 | BJS WHOLESALE CLUB | 36.64 | 040 ADMIN | Admin | Supplies |
| CCARD | 4/15/24 | DUNKIN DONUTS | 99.15 | 725.01 MassTech/DE-DAL | MA Technology Collaborative - Municipal Digital Equity Planning Services - Dalton | Meals - Focus Group |
| CCARD | 4/15/24 | LOEBS FOOD TOWN | 36.89 | 725.01 MassTech/DE-DAL | MA Technology Collaborative - Municipal Digital Equity Planning Services - Dalton | Meals - Focus Group |
| CCARD | 4/16/24 | MASSACHUSETTS MUNICIPAL ASSOCIATION | 35.00 | 040 ADMIN | Admin | Conference - Matuszko, T |
| CCARD | 4/16/24 | AMAZON.COM | 11.84 | 040 ADMIN | Admin | Computer Equipment |
| CCARD | 4/16/24 | AMAZON.COM | 43.99 | 734 NCOA/VAC | National Council on Aging - Vaccine Initiative | Vaccine Clinic Supplies |
| CCARD | 4/17/24 | LULUS TINY GROCERY | 59.40 | 350 BCBOHA/SUP | Berkshire County Boards of Health Association - Support Services | Meals - BCBOHA Meeting |
| CCARD | 4/17/24 | BERKSHIRE JOBS | 399.00 | 756 EOHLC/SS | EOHLC - Shared Services Community Planning | Job Adv - Lee Town Planner |
| CCARD | 4/17/24 | MASSACHUSETTS MUNICIPAL ASSOCIATION | 100.00 | 756 EOHLC/SS | EOHLC - Shared Services Community Planning | Job Adv - Lee Town Planner |
| CCARD | 4/17/24 | AMERICAN PLANNING ASSOCIATION | 295.00 | 756 EOHLC/SS | EOHLC - Shared Services Community Planning | Job Adv - Lee Town Planner |
| CCARD | 4/18/24 | AMPO | 200.00 | 756 EOHLC/SS | EOHLC - Shared Services Community Planning | Job Adv - Lee Town Planner |
| CCARD | 4/22/24 | BIG Y SUPERMARKET | 82.95 | 610 HRIA/G2G | Health Resources in Action - Gray to Green | Snacks - G2G Event |
| CCARD | 4/22/24 | BJS WHOLESALE CLUB | 99.73 | 610 HRIA/G2G | Health Resources in Action - Gray to Green | Snacks - G2G Event |
| CCARD | 4/22/24 | BJS WHOLESALE CLUB | 75.19 | 010 GEN | General | MIIA Grant - Healthy Snacks |
| CCARD | 4/22/24 | AMAZON.COM | 167.44 | 734 NCOA/VAC | National Council on Aging - Vaccine Initiative | Vaccine Clinic Supplies |
| CCARD | 4/23/24 | HEWLETT-PACKARD COMPANY | 1,998.00 | 040 ADMIN | Admin | Computer Equipment |
| CCARD | 4/23/24 | AMAZON.COM | 674.78 | 040 ADMIN | Admin | Computer Equipment |

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period From Apr 26, 2024 to May 30, 2024

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| Check # | Date | Payee | Amount | Department | Department Description | Expense |
|---------|---------|------------------------------|----------|-----------------|--|-------------------------------------|
| CCARD | 4/24/24 | CONSTANT CONTACT, INC | 81.00 | 040 ADMIN | Admin | Newsletter Subscription |
| CCARD | 4/24/24 | MAPHN | 200.00 | 650 DPH/SS | Public Health Excellence for Shared Services | Conference - Carnes-Jannen, S |
| CCARD | 4/24/24 | AMAZON.COM | 33.98 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | BPOP Supplies |
| CCARD | 4/24/24 | AMAZON.COM | 20.85 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | BPOP Supplies |
| CCARD | 4/24/24 | LIBERTY PIZZA | 62.99 | 610 HRIA/G2G | Health Resources in Action - Gray to Green | Meals - G2G Event |
| CCARD | 4/24/24 | DUN & BRADSTREET | 1,633.90 | 040 ADMIN | Admin | Subscription Installment #1 |
| CCARD | 4/25/24 | DIGITAL RIVER | 116.86 | 040 ADMIN | Admin | Computer Software |
| CCARD | 4/25/24 | UNITED STATES POSTAL SERVICE | 4.21 | 754 DOJ/BPOP | Department of Justice - Berkshire Post Overdose Program | Naloxone Kit Postage |
| CCARD | 4/25/24 | GRAMMARLY | 61.84 | 040 ADMIN | Admin | Computer Software |
| CCARD | 4/26/24 | AMAZON.COM | 3,778.72 | 653 BRPC/INSREB | BRPC Insurance Reimbursement - Covid-19 | Carseats for Carseat Check Event |
| CCARD | 4/29/24 | MA HOUSING PARTNERSHIP | 150.00 | 040 ADMIN | Admin | Staff Development - Roberts, B |

Total 10,559.35

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of May 31, 2024

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

| Customer ID | Customer | Over 90 days | Amount Due | Notes |
|----------------------------|--|------------------|------------------|-----------------------|
| 166/EPA/RLF | EPA: EPA/RLF | | 15,425.08 | |
| 283 BPHA/INSP/GTB | TOWN OF GREAT BARRINGTON | | 2,960.00 | |
| 284 BPHA/PHN/HAN | TOWN OF HANCOCK | | 551.25 | |
| 284 BPHA/PHN/RIV | RIVER RUN APARTMENTS | | 200.00 | |
| 284 BPHA/PHN/SAV | TOWN OF SAVOY | | 577.50 | |
| 284 BPHA/PHN/WMS | TOWN OF WILLIAMSTOWN | | 1,711.71 | |
| 326/BURN/OTS | TOWN OF OTIS | 115.00 | 115.00 | Alecia to follow up |
| 466 LAN/SW | TOWN OF LANESBOROUGH | | 207.39 | |
| 514 ADM/EP | TOWN OF ADAMS | | 3,025.00 | |
| 524 DAL/SW | TOWN OF DALTON | | 291.22 | |
| 560 CORE & MAIN LP | CORE & MAIN LP | | 147.78 | |
| 560 MIRABITO | MIRABITO HOLDINGS | | 7,487.03 | |
| 561 LEN/EDP | TOWN OF LENOX | | 7,550.00 | |
| 569 DOER/REPA | COMMONWEALTH OF MASS | | 8,492.28 | |
| 592 DEP/319REGC | DEPT OF ENVIRONMENTAL PROTECTION | 1,202.08 | 31,780.85 | Melissa to follow up |
| 631 DAL/CDBG | TOWN OF DALTON | | 129,099.00 | |
| 640 NEATC/CRI/HCV | COMMUNITY RESEARCH INITIATIVE | | 5,722.81 | |
| 672 DHCD/HOUSE | DHCD | 7,426.46 | 7,426.46 | |
| 679 BG/MASSSAVE/CFP | BERKSHIRE GAS | 14,583.34 | 14,583.34 | Sherdyl to follow up |
| 679 EV/MASSSAVE/CFP | EVERSOURCE | 8,333.34 | 8,333.34 | Sherdyl to follow up |
| 685 HVA/BCCCP | HOUSATONIC VALLEY ASSOCIATION | | 32,622.31 | |
| 688 WSH/MVP | TOWN OF WASHINGTON | | 6,481.70 | |
| 712 MAPC/WRHSAC/EEMC | WESTERN REGION HOMELAND SECURITY | 2,524.88 | 6,356.71 | Sandra M to follow up |
| 714 LEE/HMMVP | TOWN OF LEE | | 3,569.43 | |
| 718 LEE/SRPP | TOWN OF LEE | | 2,436.86 | |
| 721 HAN/OPIOIDS | TOWN OF HANCOCK | | 499.86 | |
| 725.00 MASSTECH/PTS | 725.00 MASSTECH/PTS | | 53,305.00 | |
| 728 MAPC/MCSP | METROPOLITAN AREA PLANNING COUNCIL | | 7,734.36 | |
| 731 SND/GC | TOWN OF SANDISFIELD | 122.28 | 2,121.22 | Sherdyl to follow up |
| 733.01 SS4A | OFFICE OF TRANSPORTATION PLANNING | | 1,085.12 | |
| 735 MASSCEC/EMPOWER | MA CLEAN ENERGY TECHNOLOGY CENTER | 35,000.00 | 35,000.00 | SF |
| 741 BMC/MBI/DEBERK | BAYSTATE MEDICAL CENTER | | 48.35 | |

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of May 31, 2024

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

| Customer ID | Customer | Over 90 days | Amount Due | Notes |
|----------------------|-----------------------------------|-----------------|------------|--|
| 742 MON/OSRP | TOWN OF MONTEREY | 6,954.83 | 11,188.31 | CJ to follow up |
| 750 LAN/MP | TOWN OF LANESBOROUGH | | 5,228.36 | |
| 753 PTS/MVPA | CITY OF PITTSFIELD | 4,452.28 | 4,452.28 | Courtesy to follow up |
| 757 NMB/OSRP | TOWN OF NEW MARLBOROUGH | 324.74 | 4,601.81 | Invoice not submitted to Town until Q3 |
| 759 FRCOG | FRANKLIN REGIONAL COUNCIL OF GOVT | | 3,358.40 | |
| 761 BCC/MTRSD | BERKSHIRE COMMUNITY COLLEGE | | 5,000.00 | |
| EASTERN MINERALS INC | EASTERN MINERALS, INC. | | 14,137.95 | |
| GSK | GLAXOSMITHKLINE PHARMACEUTICALS | | 4,224.39 | |
| TOWN OF ADAMS | TOWN OF ADAMS | | 30.00 | |
| TOWN OF G BARRINGTON | TOWN OF GREAT BARRINGTON | | 75.00 | |
| TOWN OF STOCKBRIDGE | TOWN OF STOCKBRIDGE | | 15.00 | |

Report Total

81,039.23 449,259.46



Accounts

Current Balance
\$0.00

Available Credit
Amount Due
Payment Due Date

\$500,000.00
\$0.00
Jun 5, 2024



It appears you don't have any recent activity.

When available, this is where your account activity will display.

All available activity has been retrieved. More may be available via date-range search.

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OFFICE OF MISSION SUPPORT

WASHINGTON, D.C. 20460

May 17, 2024

Thomas Matuszko
Executive Director
Berkshire Regional Planning Commission
1 Fenn Street
Suite 201
Pittsfield, MA 01201

tmatuszko@berkshireplanning.org
lludwig@berkshireplanning.org; msniezek@berkshireplanning.org;
mprovencher@berkshireplanning.org

Dear Thomas Matuszko:

Each year the Environmental Protection Agency (EPA), under its governing regulations, evaluates the administrative and financial practices of a number of its grant recipients. For Fiscal Year (FY) 2024, Berkshire Regional Planning Commission (BRPC) has been selected for a Limited Scope Review. The review will be performed by our support contractor, *Premier Group Services, Inc. (PGS)* and will examine BRPC's management of EPA assistance agreements.

Please note, this is not a formal audit, and EPA has not identified BRPC as having any administrative or financial management issues or concerns. BRPC was chosen at random, based on having received an EPA assistance agreement that is or was active in the present or previous calendar year.

The attached questionnaire will provide information to our contractor about BRPC's financial and administrative operations and will assist them in preparing for and conducting the review to be held at your location. During the review, PGS will examine BRPC's financial records for the following EPA assistance agreements: 5X00A01106, 5X00A01107, BF97180401, and HC00A00787. Additionally, the contractor will assess your organization's written policies and procedures, recent financial statements and audits, as well as perform transaction testing of a sampling of expenditures from November 1, 2022 – May 17, 2024. Please forward the completed questionnaire to the PGS team at the email below within 15 calendar days.

Premier Group Services, Inc. (PGS)
7404 Executive Place, Suite 325
Lanham, MD 20706
(Voice) 301-577-6444

(Fax) 301-576-5000
Attn: Joye Sistrunk, CPA
Email: EPARreviews@pgs-cpa.com

Once the completed questionnaire is received, a PGS representative will contact you to schedule a virtual entrance conference. During the entrance conference, PGS will schedule a mutually agreeable date for their visit to your offices and inform you of the documents that are needed to perform the review. We are providing the following information to the contractor:

Grant Number(s): 5X00A01106, 5X00A01107, BF97180401, HC00A00787

Recipient Point(s) of Contact: Linda Ludwig

E-Mail Address: lludwig@berkshireplanning.org

Recipient Point(s) of Contact: Marianne Sniezek

E-Mail Address: msniezek@berkshireplanning.org

Recipient Point(s) of Contact: Melissa Provencher

E-Mail Address: mprovencher@berkshireplanning.org

Thank you in advance for your cooperation as EPA performs its fiduciary responsibilities.

Sincerely,

Ms. Daryl Hobbs

Ms. Daryl Hobbs
Senior Compliance Analyst

Enclosures
Notification of Limited Scope Review
EPA Form 6600

cc: Linda Ludwig
Marianne Sniezek
Melissa Provencher
Kysha Holliday



BRPC

Berkshire Regional Planning Commission

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

MEMORANDUM

TO: Executive Committee, Berkshire Regional Planning Commission

FROM: Thomas Matuszko, Executive Director

DATE: May 31, 2024

SUBJ: Agenda Items – June 6, 2024, Executive Committee Meeting

IV. Financial Report

D. Report on EPA's Limited Scope Review

EPA is conducting a Limited Scope Review of several contract BRPC has with EPA. As the attached letter explains BRPC was selected at random since we had assistance agreements with them.

VI. Items Requiring Action

A. Vote to Approve (After the Fact) the Submission of a Grant Application to the Massachusetts Department of Environmental Protection Section 319 Nonpoint Source Pollution Competitive Grant Program*

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 MA Department of Environmental Protection (MassDEP) Section 319 Nonpoint Source Pollution (NPS) Competitive Grant Program for a rain garden installation at the George B. Crane Memorial Center.

George B. Crane Memorial Center is a recovery center located in the Westside Neighborhood of Pittsfield and is one of the Gray to Green partners out of which this project was identified. This project was developed under BRPC's current s.319 Nonpoint Source Regional Coordinator grant which requires a deliverable of four 319 grant applications as part of the deliverables.

If funded, the project will pay for BRPC to hire a consulting firm to design and install a rain garden that manages stormwater at the George B. Crane Memorial Center. BRPC Energy & Environment Program Principal Planner, Courtney Morehouse, cmorehouse@berkshireplanning.org and Planner, Britney Daniels, bdaniels@berkshireplanning.org will assist with grant administration and outreach. This is anticipated to be a 1-year project from January 2025 to

January 2026. There is no match requirement for this current funding round.

B. Vote to Re-appoint Members to Special or Standing Committees or Commissions not Under the Jurisdiction of the Commission*

The BRPC Bylaws allow the Executive Committee to annually re-appoint members to committees, commissions or the like not under the jurisdiction of the Commission after the initial appointment, subject to ratification by the full Commission at its next meeting.

The Executive Committee is requested to re-appoint the following members:

- Westfield River Wild and Scenic – Doug McNally
- Woodlands Partnership of Northwest Massachusetts - Chris Cozzaglio
- MPO Alternate - Sam Haupt

C. Vote to Approve Amendments to BRPC’s Professional Development Program*

The Executive Committee is requested to approve amendments to a Professional Development Program policy for BRPC employees. This program was discussed at the previous Executive Committee meeting and is intended to develop staff capacity.

D. Vote to Approve Revisions to BRPC’s Telework Policy*

Approval is requested to revise BRPC’s Telework Policy to extend it another fiscal year. It was previously adopted as a trial basis in response to the COVID pandemic. I recommend it be extended for another year.

E. Vote to Authorize the Environmental Review Committee to submit Comments to the Massachusetts Environmental Policy Act Office the City of North Adams Department of Public Services Expanded Environmental Notification Form (EENF) for the Mount Williams Reservoir Dam and Notch Reservoir Dam Improvements Projects.

Approval is requested to authorize the Environmental Review Committee submit comments to the Massachusetts Environmental Policy Act Office on the City of North Adams Department of Public Services Expanded Environmental Notification Form (EENF) for the Mount Williams Reservoir Dam and Notch Reservoir Dam Improvements Projects. Comments are due June 20, 2024, before the next regularly scheduled Executive Committee meeting. Alternatively another Executive Committee meeting could be scheduled before June 20th.

VII. Committee Reports and Discussion

A. Comprehensive Economic Development Strategy Committee

The CEDS Committee met on May 8, 2024. The committee discussed the Year 1 PPR report to EDA including SWOT analysis changes, potential additions and removals to 2024 Priority Projects, next steps for the 2024 report and potential topics and speakers for meeting. The next meeting is to be determined. Draft unapproved minutes are included in the meeting

materials.

B. Transportation Advisory Committee

The TAC met on May 21, 2024. The 2025-2029 Transportation Improvement Plan (TIP) was reviewed and recommended for approval by the MPO. Planning Studies/Initiatives and proposed budget for the 2025 UPWP were discussed and a recommendation that the MPO initiate a 21 day comment period. There was also a presentation on Berkshire County bridges. The next meeting date is to be determined. Draft unapproved minutes are in the meeting materials.

C. Regional Issues Committee

The Regional Issues Committee met on May 22, 2024. Topics were a review of the Affordable Homes Act and Priorities, input on the statewide Housing Plan, an update on Municipal Sustainability discussions. Tentative next meeting: June 26. Minutes are not yet available.

D. Metropolitan Planning Organization (MPO)

The MPO met on May 28, 2024. The 2025 – 2029 Transportation Improvement Program (TIP) was approved and a 21-day public comment period authorized for Unified Planning Work Program (UPWP). There was a presentation on the SS4A High Injury Network and Risk Based Analysis. The next meeting is June 25. Draft unapproved minutes are in the meeting materials.

VIII. Executive Director's Report

A. Report on New Contracts/Agreements

New Grants and Contracts received/initiated from 04/26/2024 to 05/30/2024.

- Great Barrington - Economic Development Planning - \$20,000
- Western MA Public Health Association - Coalition for Public Health - \$11,500
- New England AIDS Education & Training Center - Community Research Initiative - \$3,000
- Department of Public Health - Shared Services - \$3,196,200.30
- Age Span - Accelerating Age- and Dementia-Friendly Diversity, Equity, and Inclusion Work - \$25,000
- Briggsville Water District - Municipal Vulnerability Preparedness - \$14,650
- Massachusetts Department of Transportation, Rail & Transit Division - Berkshire Flyer Last Mile Transportation - \$20,000
- Adams – Economic Development Planning - \$5,000
- Department of Public Health - Local Health Support Covid-19 Contact Tracing - \$235,000
- Massachusetts Technology Collaborative - Municipal Digital Equity Planning Services – Clarksburg - \$33,677.14
- Massachusetts Technology Collaborative - Municipal Digital Equity Planning Services – Otis, Windsor, Washington, Becket - \$47,963.04
- Berkshire Public Health Alliance – Inspection Services FY25:

- Becket - \$32,745
- Egremont - \$12,317
- Lanesborough - \$34,965
- Peru - \$9,702
- Washington - \$4,725

Grants and Contracts not received.

We did not receive the contract to work on the Broadband Equity Access and Deployment (BEAD) Program.

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

The BTI board approved Berkshires Tomorrow, Inc. to submit a application to the Executive Office of Energy and Environmental Affairs (EOEEA) under the Woodlands Partnership Implementation Grant program for “Phase 2” improvements to the www.berkshiresoutside.org website. The grant application is for \$75,000. BTI will subcontract with BRPC and charge a 2% administrative fee. Berkshires Tomorrow, Inc. is also approved the President to sign an agreement resulting in an award.

C. Staff Update

- Recent Hires:
 - Aaron Holman-Vittone, Public Health Planner (Epidemiologist)
- Interns:
 - BCC Extern (Sonia Berroa) – Shadow Public Health Intern
- Open Positions:
 - Public Health Community Social Worker

D. Rural Policy Advisory Commission (RPAC) Update

The Rural Policy Advisory Commission met on May 31, 2024. The main topics of discussion were the proposed energy siting legislation and MassDOT’s Mass Mobility report and rural communities.

E. Passenger Rail

- West-East Rail – No known activity over the past month.
- Berkshire Flyer – Preparations continue for the third season of the Berkshire Flyer service, which provides weekend passenger rail service between New York City and Pittsfield from June 21, 2024 through Monday September 2, 2024. An additional train will run from New York City to Pittsfield on Sunday morning.
- Northern Tier Passenger Rail – No known activity over the past month.

F. 5th Thursday Dinner

BRPC’s 5th Thursday was held on May 30th at Mazzeo’s Ristorante in Pittsfield. The topic of Microtransit was well received by the ±40 attendees. Thanks go to Megan Rhodes from the Franklin Regional Council of Governments and Tate Coleman from the TriTown Connector.

G. Beyond Mobility Plan Public Comment Period

Comments about Beyond Mobility, MassDOT's long range transportation plan, [Beyond Mobility \(arcgis.com\)](http://BeyondMobility(arcgis.com) are included in the meeting material.

H. Brownfield Awards

EPA awarded the following grants to:

- BRPC - \$3.5million to re-capitalize the Berkshire Brownfield Revolving Loan Fund. This is In addition to the \$7,600,000 in EPA funds already awarded. BRPC was selected to receive an additional funds because it has a high-performing RLF program with significantly depleted funds. The RLF program has successfully made loans or subgrants leading to 12 cleanup projects that are either completed or in progress. P
- North Adams - \$1.9 million to cleanup the former Tannery Dump Tannery Dump located on Ashton Avenue. The cleanup site was formerly a dumping site and contains a 1.5-acre, 10-foot-high mound of leather scraps that abuts the Hoosic River and is contaminated with heavy metals. Extreme storms have exposed the layers of leather on the riverbank.
- Greylock Works (Flume) - \$1.863 million to cleanup the Greylock Flume property located at 510 State Road in the City of North Adams. The 7.8-acre cleanup site was formerly a textile mill that housed ten above-ground storage tanks and 30 former dip tank drums. It is contaminated with sulfuric acids, phosphoric acid, sodium hydroxide, nitric acid, metals, PCBs, and inorganic contaminants.

Melissa Provencher is especially commended for her fine work managing the Berkshire Brownfields Program

I. State Retirement Legislation

As was reported at the previous meeting, the RPA bills, H. 2426 and S. 1682 (An Act Relative to Regional Planning Agencies) have been reported out of Committee but there is no indication when they will be voted on by the legislature.

IX. Old Business

A. Discussion about the Annual Meeting

The Commission Development Committee is meeting prior to the Executive Committee meeting. They will be able to provide an update on their thoughts about the Annual Meeting.

X. New Business

A. National Interest Electric Transmission Corridor (NEITC) proposal

The US Department of Energy is proposing a new designation process called "National Interest Electric Transmission Corridor" (NIETC). The designation is for select transmission line corridors across the country that are in need of greater grid capacity. One of the proposed NIETCs is the New York-New

England corridor. There is a public comment period ending on Monday, June 24 at 5 pm about this designation.

Main points to consider.

- NIETC designation has the corridor as being 1-mile wide along the existing transmission route.
- If the corridor receives this designation, it appears that DOE/Federal level decision makers will have the final say on what is permitted. While the state could deny a transmission project within the corridor, the DOE could then override that decision.
- It seems that the benefit to obtaining the NIETC designation is that the corridors will be eligible for a significant pot of funding from the IRA/other Federal sources.
- There is a 45-day comment period that ends on Monday, June 24th. The DOE is requesting letters that would cover a couple of considerations, including potential impacts on environmental, community, and other resources within the potential NIETCs. Info: <https://www.energy.gov/gdo/national-interest-electric-transmission-corridor-designation-process>
- The only mention of NIETC on the Mass.gov website, is in the [Clean Energy Transmission Working Group's Report to the Legislature](#) from December 2023. On page 56 of the PDF discusses siting and permitting authority that says the facility siting and permitting largely rests with the states, except for in DOE designated NIETCs, then FERC has the authority to issue a permit if a state has denied one.

*The "New York – New England Corridor" goes along an existing transmission line from the Northfield Mountain hydropower facility in Erving, west through Franklin County, into Plainfield in Hampshire County, into Dalton & northern Berkshire County, and into NY state.

B. Vote to Approve the FY 25 BRPC Meeting Schedule

The Executive Committee is requested to vote to set the FY meeting schedule for Executive Committee and Full Commission meetings for FY 25. A few items of note: the July Executive Committee meeting is moved from Thursday July 4th to Tuesday July 2d, due to the July 4th holiday; there will be one summer Full Commission meeting on Thursday August 1, 2024; the September Executive Committee meeting would be pushed back from its normal 1st Thursday of the month to the second Thursday, September 12, 2024; and we are considering holding a relatively brief Full Commission meeting (normally scheduled for September 19th) on the same night at the Annual meeting. October 3rd is the normal date for the October Executive Committee meeting. The Executive Committee may want to consider changing that date since it conflicts with Rosh Hashana.

C. Review and Discussion of the Environmental Review Committee Procedures

The Environmental Review Committee has prepared written procedures, a copy of which is in the meeting material.

D. Discussion about the Kusik Award

The Kusik Award has been given annually since 1996 to projects, groups, or individuals who have made outstanding contributions to planning in Berkshire County. We need to discuss if we want to solicit potential awardees this year.

E. Discussion about BRPC Meeting Recordings

The Open Meeting Law allows for recordings of meetings to be deleted once the minutes of the meeting have been approved. Prior to COVID and the use of Zoom, BRPC made audio recordings of the meetings, which were deleted on a regular basis after the minutes were approved. We have not been as diligent about deleting Zoom recordings of meetings since COVID and the extensive use of virtual meetings. We are moving our backup storage to the Cloud. These Zoom recordings take up significant space. The cost to store our backups on the cloud is based on volume. These Zoom recordings will incur a significant cost. Our attorney has indicated we are allowed to delete these recordings but recommended BRPC adopt a policy to establish a uniform practice.

PROFESSIONAL DEVELOPMENT PROGRAM

Full-time BRPC staff members, except for the Executive Director, are eligible to participate in the BRPC Professional Development Program. The Professional Development Program is supplementary to the small amount of support given for dues, memberships, and education currently. The Professional Development Program is intended to provide the opportunity for staff to maintain, enhance or expand their professional skill set and knowledge and to obtain related professional certifications or degrees which demonstrate achievement and maintenance of professional status. This Program is intended to be flexible for each individual employee to meet the needs of that employee, as well as the needs of BRPC.

The intent of the Professional Development Program is to provide support for a plan of professional development for employees which results in a meaningful outcome. It is not intended to provide support for memberships, certifications, or activities that may require maintenance of certifications already held by the employee or considered as routine events such as an individual workshop. Eligible activities include, but are not limited to, taking classes, or enrolling in a degree program with a recognized college or university; participating in an ongoing professional accreditation training or certification program, seeking professional accreditation, or enrolling in a specialized training program. Eligible activities must relate to current or potential BRPC duties and responsibilities of that staff person. The professional development program may entail more than one year of activity if necessary, recognizing that continued availability of funds is subject to the annual budget approval process.

Participation in the Professional Development Program is not mandatory for any staff member and lack of participation shall not be used in any staff evaluation, unless participation occurs to address a significant deficiency which had been raised in a staff evaluation. Staff members wanting to participate in the Program are required to prepare a Professional Development Proposal. This proposal should be prepared in conjunction with the BRPC budgeting process and for implementation at the beginning of a new fiscal year. This proposal should clearly identify professional development goals, explain why the development area has been selected, identify the relationship to current and future job responsibilities, identify the professional development vehicle (such as an XXX university degree program) and be accompanied by a budget. The budget should identify staff time to participate and all direct costs, including but not limited to enrollment, registration, or subscription fees, travel, lodging, and materials. Staff time should include time spent in formal classes, workshops or web-based seminars but does not include travel time to or from the training site or time spent studying or preparing homework assignments (which may be included as a form of cost-sharing). The budget should also indicate what, if any, of the Program could be cost shared, for instance by a portion of the Program being funded by a specific grant or contract or the staff person's willingness to cost-share with BRPC, such as doing a percentage of the program on their own time. Proposals must be developed with input from and approved by the staff person's immediate supervisor. Participants are expected to provide periodic brief progress reports, as relevant, to other BRPC staff, such as at a staff meeting and a Program end status report. Participants must provide a brief evaluation of the program describing how it did or did not help them in pursuit of their professional development

objective at the end of the year or upon achieving their Professional Development objective, whichever occurred sooner.

Acceptance into this Program is at the discretion of the Executive Director. Decisions will be made based on available BRPC resources (including the annual budgeted amount for professional development), nexus between current and future BRPC needs, overall interests of and prerequisite qualifications of the individual employee, overall cost and cost effectiveness of the proposed Program, willingness of the employee to cost-share, and performance on the prior year's Program (when that is applicable). Preference will be given to employees who have not previously or recently used this Professional Development Program benefit.

An employee who receives a Professional Development Program benefit must agree to enter into an agreement with BRPC before any payment toward the Program will be made with the following provisions.

1. Employees repay BRPC for the costs of the Professional Development Program according to the following schedule:
 - An employee who voluntarily leaves the employment of BRPC prior to one year after successfully completing the Program is responsible for reimbursing BRPC for 100% of BRPC's payment of the direct costs and 100% of the value of the salary costs of the Program.
 - An employee who voluntarily leaves the employment of BRPC prior to two years after successfully completing the Program is responsible for reimbursing BRPC for 50% of BRPC's payment of the direct costs and 50% of the value of the salary costs of the Program.
2. Employees must agree to repay BRPC 100% of BRPC's payment of the direct cost and 100% of the value of the salary costs of the Program if they do not successfully complete the Program.
3. Employees must agree to repay BRPC 100% of BRPC's payment of the direct cost and 100% of the value of the salary costs if they are terminated for cause.

An employee whose employment is terminated through no fault of the employee is not required to repay BRPC any costs.

Two years after the successful completion of a program an employee is not required to repay any costs associated with the program.

The Executive Director may waive the repayment requirement in case of employee hardship or unforeseen circumstances.

BRPC Telework Policy

Teleworking is the option of working from home or another location for part of the work week. Teleworking is optional. Employees are not required to telework. Telework is a privilege that can be revoked if an employee is not meeting his or her expectations while working outside the office. Based on the nature of the position, not all positions are eligible to telework.

Compensation and Work Hours

An employee's compensation, benefits, work status and work responsibilities do not change due to participation in the teleworking program.

The amount of time the employee is expected to work in a pay period does not change because of participation in the teleworking program.

Teleworking employees are expected to work the BRPC core hours of 10:00 am to 4:00 pm Monday through Thursday. An alternative regular telework schedule is available by approval from an employee's supervisor and with approval of the Executive Director. An example of an alternative regular work schedule is if an employee is taking a 4-month course and the classes are Mondays and Wednesdays from 10:00 am to 12:00 pm. Full-time permanent employees are expected to be in-office a minimum of two days per week Monday through Friday during the core hours. Newly hired full-time permanent employees are expected to be in-office a minimum of 4 days per week for at least the first month of their employment, at management's recommendation.

Equipment/Tools

BRPC will provide the following tools or equipment for an employee to perform their duties: computer laptop, computer software, access to phone service through Voice over Internet Protocol (VoIP), voicemail, email, and access to the BRPC network. A signed BRPC Equipment Use Agreement is required for all equipment provided by BRPC. Employees are not allowed to install software on a BRPC laptop which has not been approved by the BRPC GIS, Data, and IT Manager. All files worked on at a telework location must be stored on the BRPC network.

Personal laptops shall not be used for BRPC work, unless previously approved by the Executive Director. BRPC is not responsible for the cost, repair or service of an employee's personal equipment used in teleworking, unless otherwise previously approved by the employee's supervisor and Executive Director.

The use of equipment, software, data supplies provided by BRPC for use at a telework location is exclusively limited to authorized persons and for purposes relating to BRPC business.

Workspace

Employees must designate a workspace within the remote work location for placement and installation of equipment to be used while teleworking. The employee shall maintain this workspace in a safe condition, free from hazards and other dangers to the employee and equipment. Any BRPC materials taken to a remote workspace must be kept in a designated work area and not be made accessible to others. BRPC reserves the right to inspect an employee's telework workspace.

Liability

BRPC assumes no responsibility for injuries occurred in an employee's telework work location outside the agreed upon core work hours or for injuries that occur during core hours but do not arise out of and in the course of employment. BRPC assumes no liability for damages to employee's real or personal property resulting from participation in the telework program. Workers' compensation coverage is limited to designated workspace in employees' homes or alternate work locations. Employees agree to practice the same safety habits they would use at the BRPC office and to maintain safe conditions in their alternate work locations. Employees must follow normal procedures for reporting illness or injury.

Reimbursement of Expenses

Office supplies - Out-of-pocket expenses for office supplies incurred by an employee while teleworking will not be reimbursed unless by prior approval of the employee's supervisor.

Mileage - The following mileage rates will apply when a teleworking employee uses their own vehicle for BRPC business:

- Teleworking employees will not be reimbursed for mileage related to coming to the BRPC office from a telework location; and
- Teleworking employees will be reimbursed for mileage at the current IRS rates to attend in-person meetings. Mileage shall be calculated as the lesser amount from:
 1. the telework location to the meeting location; or
 2. from the BRPC office to the meeting location.

Office space - BRPC is not responsible for operating costs, home maintenance, internet, or other costs incurred by an employee in the use of their homes or other location as teleworking alternate work locations.

Dependent Care

Teleworking is not a substitute for dependent care. Teleworkers will not be available during BRPC core hours to provide dependent care.

Communication

Unless otherwise occupied by BRPC work activities, employees must be available by phone and email during core hours. Teleworking does not exempt employees from in-person meetings or field work. Employees must still be available for in-person staff meetings, and other meetings deemed necessary by management.

BRPC Policies

Teleworking employees remain obligated to comply with all BRPC rules, practices and instructions including policies relating to information security and data protection.

Evaluation

This policy shall be in effect from July 1, 2022 through June 30,2025, at which time it will be evaluated to determine if it should be continued. The evaluation will include but not be limited to the following items:

- Overall productivity of BRPC as measured by such items as new grants or contracts, reports from grantors, grant extensions, and reports from community members
- Accessibility of employees during core hours
- Transference of material to the BRPC network



CEDS COMMITTEE MEETING MINUTES

Virtual Meeting via Zoom

May 8, 2024

Committee Members Present

Roger Bolton, Williams College (Retired)
A.J. Enchill, Berkshire Black Economic Council
Malcolm Fick, BRPC Chair (ex-officio non-voting member)
Lesley Herzberg, Berkshire County Historical Society
Ben Lamb, 1Berkshire
Bryana Malloy, MassHire Berkshires
Tom Matuszko, BRPC Executive Director
Laurie Mick, PERC (Pittsfield Economic Development Corporation)
Mike Nuvalle, City of North Adams
Shannon Smith, Berkshire Agricultural Ventures
Chris Rembold, Town of Great Barrington
Ben Sosne, Berkshire Innovation Center

Committee Alternates Present

Maureen McLaughlin, BCC
Kevin Pink, 1Berkshire

Committee Members Absent

George Ambriz, BCC
Linda Clairmont, BCC
Michael Coakley, City of Pittsfield
Keith Girouard, Massachusetts Small Business Development Network
Kyle Hanlon, BRPC, CEDS Chair
Ian Rasch, Alander Construction

BRPC Staff Present

Laura Brennan, Assistant Director & Economic Development Program Manager
Wylie Goodman, Senior Economic Development Planner

Guests Present

Morgan Everett, Head of Public Initiatives, MassMOCA
Alex LaValley, 1Berkshire
John Lewis, CEO of R3set and Founder of Blackshires Community Empowerment
Devin Shea, R3Set
Dubois Thomas, President of the Board of Blackshires Community Empowerment

1. Call to Order

Tom M. called the meeting to order at 1:01 p.m. after seeing there was a quorum. Laura B. conducted a roll call vote to confirm attendance.

2. Approval of Minutes from April 10, 2024

Ben L. made a motion to approve. Roger B. seconded. The motion was approved by a roll call vote.

Abstentions:

Chris Rembold

3. 2023-2027 Berkshire County CEDS – Year 1 PPR to EDA

- i. SWOT – discussion - Laura B. had previously asked CEDS Committee members to review the SWOT Analysis in the 2023-2027 CEDS. Two changes Laura B. noted being informed about the discontinuation of the Extreme Model Train Museum and lack of support for school district consolidation. Alternatively, she will be adding to the SWOT the re-opening of the North Adams Regional Hospital. There is also movement around rail activity and the appointment of an East-West Rail Director. Ben L. added the Reconnecting Communities grant which Laura B. confirmed had been included. She also noted the need to reinforce the lack of medical specialists as a weakness/threat in the region. Tom M. noted the shortage of municipal staff and volunteers to run for local offices. A suggested swap for the Extreme Model Railroad Museum was the expansion to the Williams College Museum of Art. Lesley H. suggested the recent designation of Pittsfield by Southern Methodist University’s Arts List as the top “middle-range arts vibrant city” nationally (based on artists, grants, and other per capita data) should be added. Pittsfield has made the SMU list for two of the past five years.

- ii. **Priority Projects – 2024 potential additions:**

1. **New submission 2 – Blackshires Success Impact Initiative:** Dubois T. summarized the work of Team R3Set and the Blackshires Community Empowerment Foundation that built from an Idea Jam held in 2020 which identified community priorities and spurred close to \$2M in investments. He described the next steps as a set of discussions to solve issues raised by those priorities, which include health and wellness, neighborhood revitalization, technology innovations / digital equity, and more. The work will engage community partners already doing this work in various sectors with the aim of hosting facilitated community design sessions with stakeholders to devise solutions to community issues. John L. added that further details about work upcoming or in progress will be shared soon, such as updates to the website, with accompanying videos and marketing materials. The new website is Succ3ss.org.

Ben L. made a motion to adopt submission 2. Chris R. seconded the motion. Laura B. conducted a roll call vote. The motion was approved by a majority of CEDS Committee members by roll call vote.

2. **New submission 3 – MASS MoCA Creative Campus:** Morgan E. spoke about this project that has been developing over the last several months with support initially from the Barr Foundation and related to broader placemaking work MASS MoCA has undertaken. The focus of this project is sustainable revenue generation and developing a dedicated leasing strategy for the 140K s.f. of the campus. MASS MoCA sees the building unused by the museum itself as a sustainable revenue source and a way to catalyze broader economic growth in the region around creativity and technology. They hope to be intentional in who they attract to the campus, but this will require a redesign to maximize the leasable space and prioritize amenities to draw in new tenants and retain them. Morgan E. drew attention to recent new tenants such as the BIC, an AI company from Vermont, and a screen-printing company from New Jersey, while adding that they will need more infrastructure to support further tenancies. Tom M. noted the CEDS Committee members’ questions in the last meeting about the proposed budget. Roger B. asked for more information about this, and Morgan E. noted that they are working with consultants through the Barr Foundation to inform a phased rollout.

Roger B. made a motion to approve new submission 3. Ben S. seconded the motion. Laura B. conducted a roll call vote. The motion was approved by a majority of CEDS Committee members by roll call vote.

iii. **Priority Projects – potential removals** – *Laura B. noted that these do not require votes.*

1. Union Block Redevelopment – Proponents have not been able to find funding and will not be moving forward. The project was located in Dalton.
2. BAMTEC Inc. – Proponents informed Laura. B. that they have decided to cease attempts and will be liquidating their assets.
3. Berkshire Family YMCA –Laura B. indicated that their fundraising and associated renovations are complete, so they can likely be removed. She will follow up with the Executive Director.

4. **Next Steps for 2024 Report** – Laura. B. and Tom M. noted that the full CEDS Annual Report submission is due to EDA by June 30. EDA does not expect the Committee to go through a full approval process, but BRPC sees endorsement as valuable. Roger B. thought that this yearly endorsement by the full CEDS Committee is worth noting to EDA. Tom M. stated that the process is helpful in gathering new information. Chris B. made a move to endorse the Annual Report. Ben L. seconded the motion. Laura B. took a roll call vote. The motion was approved unanimously.

- a. Committee Endorsement (May 8)
- b. Commission Endorsement (May 16)

5. **Discussion of 2024 Meetings – guest speakers/topics** - Tom M. shared that BRPC welcomes ideas from the Committee about suggestions for guest speakers. Ben L. thought it would be valuable to hear from Priority Projects more regularly. Roger B. reinforced Ben L.'s suggestions and also thought it might be interesting to hear from people who have written CEDS in other regions. Laura B. stated that she could reach out to BRPC's counterparts to see if that might be possible. Ben L. suggested a one-question survey to Committee members with a list of Priority Projects people would like updates from could be sent out for a vote. Roger B. suggested the Eagle Mill project in Lee as one project he would like to hear more about. Wylie G. suggested housing as a topic for future meetings as well as bringing in a representative from the Boston Fed. Laura B. will send out a two-question survey to capture Committee members' preferences for both dates and speakers. Roger B. asked if he was the Vice Chair of the Committee in Kyle Hanlon's absence, but stated he was comfortable stepping away from that role. Malcolm F. asked if anyone else would like to serve as Vice Chair. Chris R. offered to take the position.

6. **Adjournment** - Roger B. made a motion to adjourn the meeting. Ben L. seconded the motion. Laura B. took a roll call vote. The meeting adjourned at 1:47 pm.

Next Meeting –TBD



BRPC

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MINUTES OF THE Berkshire Transportation Advisory Committee (TAC) Tuesday, May 21, 2024

Meeting Held Via Zoom Video Communications

Meeting Materials: <https://berkshireplanning.org/event/berkshire-transportation-advisory-committee-3/>

TAC Representatives/Alternates:

| | | | |
|----------------------|------------------|---------------|------------|
| Sam Haupt, Chair | Town of Peru | Peter Frieri | MassDOT D1 |
| Jim Noe | Egremont | Anuja Koirala | BRPC |
| Joe Aberdale | Great Barrington | Clete Kus | BRPC |
| Len Tisdale | Lee | Nick Russo | BRPC |
| Christopher Brittain | Lee | Ryan Griffis | BRPC |
| | | Malcolm Fick | BRPC |

I. Call to Order

Mr. Haupt called the meeting to order at 4:07 p.m.

II. Introductions

Meeting attendees introduced themselves.

III. Approval of the Minutes from the April 16, [actual March 19] 2024 TAC meeting

Before voting, Mr. Haupt mentioned that he did not recall that BRTA had purchased any electric vehicles as stated and requested staff to review the recording and update the minutes accordingly.

Mr. Haupt requested a motion to approve the minutes; however, no motions were made, and it was decided to table this motion until the following meeting.

IV. Discussion on draft 2025 – 2029 Transportation Improvement Program and recommendation to the MPO

Ms. Koirala began her presentation by recapping scenarios discussed at the previous MPO meeting and that the proposal is currently in its public comment period. Besides comments from MassDOT regarding cost changes, no substantive public comments have been received at this time. Acknowledging that this has been discussed at length in the past, Ms. Koirala prepared a map showcasing the TIP by year, intended project, and environmental justice community threshold. For the 2025-2029 TIP approximately \$280 million has been procured, which will finance 31 transit, 20 bridges, 20 highway, and 2 bike/trail projects. Ms. Koirala explained where and how funding was secured, and that projects were prioritized based on their relative need and other factors.

ACTION: Mr. Haupt requested a motion to recommend the MPO approve the 2025-2029 TIP. Mr. Noe motioned to approve, seconded by Mr. Tisdale. The motion passed unanimously.

V. Discussion on Planning Studies/Initiatives and proposed budget for the 2025 UPWP; recommend MPO initiate a 21 day comment period

Mr. Kus began by recapping his previous presentations on the subject and showing the intended scope and projects covered by the Unified Planning Work Program. Projects include improving facilities for bicycle and pedestrian users, regional transit projects including a microtransit feasibility and implementation study, special studies which involve projects such as hydrogen fuel for transit fleets and a

commuter rail feasibility study for the Housatonic line. Additional projects include safety initiatives such as Safe Streets for All and climate change resiliency, Title VI and environmental justice, freight planning, and expansion of rail service. Mr. Kus ended his presentation with a summarized report on the preliminary budget and stated that the MPO is expected to kick off the comment period shortly by releasing this document to the public.

ACTION: Mr. Haupt requested a motion to recommend the MPO to initiate a 21-day comment period. Mr. Aberdale motioned to approve, seconded by Mr. Tisdale. The motion passed unanimously.

VI. Presentation on the status of Berkshire County bridges

Mr. Russo presented his report on the status of Berkshire County bridges – of which 13 are fully closed and 4 are reduced to one-lane, in addition to several which have funding targeted through various programs including the TIP and Municipal Small Bridge Program. Mr. Aberdale commented on bridges he known as being shuttered and requested information on how decisions are made to close certain bridges, which Mr. Russo answered to the best of his abilities, not being a highway engineer. Mr. Russo presented his map of bridge closures and list of structurally deficient bridges, going into detail on how ratings are measured.

Mr. Aberdale requested when this data would be available to TAC members, which Mr. Russo explained he would be able to share the document with TAC members once revisions were made, and that the MPO and public would have access to it soon after.

VII. Member Items for Discussion

Mr. Haupt briefly recapped the recent presentation on the Northern Tier (West-East) passenger rail, expressing his confidence in the project and expressed thanks to Mr. Kus for his continued work.

Mr. Frieri discussed updates to MassDOT District One projects and their respective challenges, including the reconstruction of East St. in Pittsfield and bridge replacements in Alford, Cheshire, and Lee. Mr. Haupt expressed his concern about a possible need for an overlay district for East St. due to potential delays in advertising the project. Mr. Frieri explained that a contingency is in place in case advertising does not occur in the anticipated time.

VIII. Next Meeting Date – TBD

It was decided my members that a meeting next month would not be merited if no additional presentations or substantive comments from the 21-day public comment period were received. Mr. Haupt requested staff keep them informed.

ACTION: Mr. Haupt requested a motion to adjourn. Mr. Tisdale motioned, seconded by Mr. Noe. Mr. Haupt adjourned the meeting at 5:03 pm.

Materials Distributed:

- [Agenda](#)
- [TAC March 19, 2024 Meeting Minutes DRAFT](#)
- [TIP Document Berkshire MPO DRAFT FFY 2025-2029 TIP](#)
- [FFY 25 UPWP DRAFT DOC](#)
- [MassDOT District 1 TIP Projects Update](#)



BRPC

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MINUTES OF THE Berkshire Metropolitan Planning Organization (MPO) Tuesday, May 28, 2024

Meeting Held Via Zoom Video Communications

Meeting Materials: <https://berkshireplanning.org/event/berkshire-mpo-meeting-3/>

MPO Representatives/Alternates Present:

| | |
|------------------|--|
| Derek Krevat | MassDOT (Representing Secretary Monica Tibbits-Nutt) |
| Francisca Heming | MassDOT District 1 (Representing Highway Administrator Gulliver) |
| Malcolm Fick | BRPC |
| Sarah Vallieres | BRTA |
| Tim Lesarbeau | City of North Adams |
| Christine Hoyt | North Subregion Delegate |
| John Boyle | North Central Subregion Delegate |

Others Present:

| | |
|-------------------|---------------------------|
| Tom Matuszko | BRPC |
| Clete Kus | BRPC |
| Anuja Koirala | BRPC |
| Nick Russo | BRPC |
| Ryan Griffis | BRPC |
| Jeff Maxtutis | BETA Group |
| Issac Almy | BETA Group |
| Austin Pszenny | BETA Group |
| Chris Klem | MassDOT |
| Peter Frieri | MassDOT |
| Kirstie Hostetter | Federal Transit Authority |

I. Call to Order – Introductions

Mr. Woelfel called the meeting to order at 4:01 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 April 23, 2024

ACTION: Mr. Fick introduced a motion, seconded by Mr. Boyle, to approve the minutes of the April 23, 2024 MPO meeting.

Mr. Kus conducted a roll call:

| | |
|----------------|-----|
| Mr. Krevat: | Yea |
| Ms. Heming: | Yea |
| Mr. Fick: | Yea |
| Ms. Vallieres: | Yea |
| Mr. Lesarbeau | Yea |
| Ms. Hoyt | Yea |

Mr. Boyle

Yea

IV. Approval of an administrative adjustment to the 2024-2028 TIP (Transit) for vehicle replacement purchases

Ms. Koirala detailed the minor adjustments to the TIP for vehicle replacement purchases, which include an increase of \$202 for the purchase of a <30ft vehicle, an increase \$3,044 for replacing a <30ft vehicle used for a fixed-route, and a decrease of \$246 for replacing a 35ft vehicle. Mr. Klem asked for clarification on the price adjustments, considering the irregularly low amount. Ms. Vallieres clarified that the costs were higher than originally anticipated, and with the requested STIP funds being utilized only a minor correction is needed.

ACTION: Ms. Hoyt introduced a motion, seconded by Mr. Fick, to approve an administrative adjustment to the 2024-2028 TIP (Transit) for vehicle replacement purchases.

Mr. Kus conducted a roll call:

| | |
|----------------|-----|
| Mr. Krevat: | Yea |
| Ms. Heming: | Yea |
| Mr. Fick: | Yea |
| Ms. Vallieres: | Yea |
| Mr. Lescarbeau | Yea |
| Ms. Hoyt | Yea |
| Mr. Boyle | Yea |

V. Consideration of an amendment (3rd amendment) to the 2024-2028 TIP to add funding (\$940,720) for the N Adams Route 2 Overpass Study and authorize a 21-day public comment period

Ms. Koirala explained that a new project has been added to the TIP to study the Route 2 overpass in North Adams, adding \$940,720 to the 2024-2028 budget. Mr. Krevat commented that MassDOT has been working on this to ensure funds would be available.

ACTION: Mr. Fick introduced a motion, seconded by Ms. Hoyt, to approve amendment to the 2024-2028 TIP to add funding for the N Adams Route 2 Overpass Study and authorize a 21-day public comment period.

Mr. Kus conducted a roll call:

| | |
|----------------|-----|
| Mr. Krevat: | Yea |
| Ms. Heming: | Yea |
| Mr. Fick: | Yea |
| Ms. Vallieres: | Yea |
| Mr. Lescarbeau | Yea |
| Ms. Hoyt | Yea |
| Mr. Boyle | Yea |

VI. Approval of the 2025 – 2029 Transportation Improvement Program and authorize the Chairman to sign the certification documents on behalf of the MPO members

Ms. Koirala began the presentation stating that at the previous meeting a 21-day public comment period was initiated, however no comments from the public have been received, except for one by MassDOT in combination with the FHWA. However, these comments were related to formatting and minor changes to costs. Mr. Boyle asked whether these changes would impact upcoming roadway improvements in Dalton, which Ms. Koirala said they would not.

ACTION: Mr. Boyle introduced a motion, seconded by Ms. Hoyt, to approve the 2025 – 2029 Transportation Improvement Program and authorize the Chairman to sign the certification documents on behalf of the MPO members.

Mr. Kus conducted a roll call:

| | |
|----------------|-----|
| Mr. Krevat: | Yea |
| Ms. Heming: | Yea |
| Mr. Fick: | Yea |
| Ms. Vallieres: | Yea |
| Mr. Lescarbeau | Yea |
| Ms. Hoyt | Yea |
| Mr. Boyle | Yea |

Mr. Krevat congratulated the group on finalizing the lengthy and comprehensive TIP process, and asked whether a vote on certification was needed. Although initially dismissed as unnecessary, it was decided to further research if certification is needed. Ms. Koirala began reviewing the certification requirements with support from members. It was eventually decided to vote to endorse the self-certification and global warming solutions act statements.

ACTION: Mr. Lescarbeau introduced a motion, seconded by Mr. Boyle, to endorse the self-certification statement and global warming solutions act statement.

Mr. Kus conducted a roll call:

| | |
|----------------|-----|
| Mr. Krevat: | Yea |
| Ms. Heming: | Yea |
| Mr. Fick: | Yea |
| Ms. Vallieres: | Yea |
| Mr. Lescarbeau | Yea |
| Ms. Hoyt | Yea |
| Mr. Boyle | Yea |

VII. Discussion on the FFY 2025 Unified Planning Work Program (UPWP) and authorize a 21-day public comment period

Mr. Kus provided a high-level overview of planned programs for the 2025 Unified Planning Work Program and how they would improve upon existing efforts and focus on regional issues not currently addressed. Mr. Kus there were no significant changes from past discussions or the previous UPWP, which will include management & certification, planning studies, technical support, and other activities including: transportation and land use planning, local technical assistance, scenic byways, expansion of transit and rail service, and outreach & intergovernmental coordination. In addition, Mr. Kus pointed to additional funds awarded for various programs, including \$8,000 for traffic counts, \$125,000 for a micro-transit study, \$30,000 for a sidewalk/trail feasibility study, and \$13,734 for miscellaneous.

ACTION: Mr. Boyle introduced a motion, seconded by Ms. Hoyt, to approve the FFY 2025 Unified Planning Work Program (UPWP) and authorize a 21-day public comment period.

Mr. Kus conducted a roll call:

| | |
|----------------|-----|
| Mr. Krevat: | Yea |
| Ms. Heming: | Yea |
| Mr. Fick: | Yea |
| Ms. Vallieres: | Yea |
| Mr. Lescarbeau | Yea |
| Ms. Hoyt | Yea |
| Mr. Boyle | Yea |

VIII. Receive a presentation on the SS4A High Injury Network and Risk Based Analysis

Mr. Russo began the presentation by familiarizing members with the SS4A programs and actions taken up until this point. Explaining that this high-injury network and risk-based analyses will provide essential information on where investments and improvements should be made to regional roadways, Mr. Russo then turned over the discussion to Mr. Maxtutis of BETA Group. Explaining their overarching goal of achieving zero major accidents and fatalities on roadways, he continued to explain the plan objectives and their incorporation of trend-based and risk-based analyses as part of their research. Mr. Almy of BETA Group provided a detailed explanation of their trend-based analysis and how factors such as being an environmental justice community (EJC) were taken into account. After providing details on the region's most dangerous intersections by this measure, Mr. Almy turned over the discussion to Mr. Pszeny to detail their work in risk-based analysis. Describing their predictive, risk-based processing, Mr. Pszeny shared a graphic highlighting roads and intersections in Pittsfield with heightened z-score ratings, as well as key findings from collisions in the regions between 2018-2022.

Ms. Vallieres asked about the definition of 'vulnerable users' – which Mr. Pszeny and Mr. Maxtutis agreed were pedestrians, bicyclists, and other non-automobile road users. Providing additional facts by town and collisions region-wide, Mr. Pszeny went on to list possible countermeasures to reduce risk severity and likelihood, including pedestrian-hybrid beacons (PHB or HAWK), raised pedestrian crosswalks, and converting traditional bike lanes to separated bike lanes with flexi-posts. To conclude his presentation, Mr. Pszeny showcased their dashboard currently in development which will detail geographic and visual details for previous collisions and their high injury network and risk-based analysis.

Mr. Maxtutis stating that they had more safety evaluations to finalize before completion, identified their next steps in the process, including stakeholder and public engagement, coordinating with the steering committee, developing countermeasures, and finalizing a draft and final safety action plan. Mr. Russo went into greater detail about how outreach and what members may expect moving forward.

Mr. Krevat asked when the dashboard would be available for public use, which Mr. Maxtutis explained they were still verifying the data, and wanted users to be able to upload their notes – so it would likely be online within a month. Mr. Krevat asked if current projects would be incorporated into the project, as an asset for municipal leaders planning future projects, which Mr. Maxtutis responded they were working to add this data.

IX. Status reports from Member Agencies

Mr. Frieri provided an update on District 1 improvements currently scheduled. The bridge replacement in Alford is currently being advertised, and EPA approval for stormwater design on Rte 9 of Pittsfield has been secured. The bid for a bridge replacement in Cheshire has begun, and bridge replacements for Lee and New Marlborough are both at 75% complete in the design phase.

Ms. Vallieres noted that BRTA as well as other regional transit agencies were awarded grant funding for innovative service by connecting commuter service between North Adams to Greenfield and Springfield with Northampton multiple times daily.

Mr. Kus reminded members that Berkshire Flyer service would resume on June 21st through Labor Day, and that the comment period for MassDOT's Beyond Mobility proposal is ending on May 31st so comments should be submitted before then.

X. Other Business

Mr. Krevat reminded members that the upcoming Capital Investment Plan public meeting is scheduled for June 25th – which is the same date as upcoming MPO meeting.

Mr. Russo asked when inter-regional service at BRTA would begin, to which Ms. Vallieres responded that the date was still be discussed.

XI. Next Meeting date – June 25th, 2024

The next MPO meeting is scheduled to be held on June 25th, 2024.

ACTION: Mr. Boyle motioned to adjourn, seconded by Ms. Hoyt. Mr. Krevat adjourned the meeting at 4:59 p.m.

Materials Distributed:

- [Agenda](#)
- [BMPO April 23 Meeting Minutes – Draft](#)
- [BMPO FFY 2024-2028 TIP Highway 3rd Amendment](#)
- [BMPO FFY 2024-2028 TIP Highway 3rd Amendment](#)
- [Berkshire MPO FFY 2025-2029 TIP Document](#)
- [FFY 25 UPWP DRAFT DOC](#)
- [MassDOT District 1 TIP Projects Update](#)

DRAFT



May 31, 2024

Ms. Monica Tibbits-Nutt
MassDOT Secretary and CEO
10 Park Plaza, Room 4150
Boston MA 02116

RE: Comments on Beyond Mobility

Dear Ms. Tibbits-Nutt,

The Berkshire Regional Planning Commission appreciates the opportunity to share comments on *Beyond Mobility*, the State's long-range transportation plan. It is obvious that a substantial amount of effort has been expended by OTP staff to prepare a document that accurately captures the current conditions, needs and desires of residents. This plan has great potential as a transportation policy document and establishing a strategic framework with priorities to improve the Commonwealth's transportation system over the next 25 years.

Our comments consist of both general and Specific Comments. We believe that consideration of our comments will further strengthen this plan. Our comments are reflected below.

Safety action items SAI3.2 and SAI3.4 related to Sidewalk Performance Measures and Prioritizing Maintenance Activities should be amended to specifically call out maintenance of crosswalk markings. Additionally, consideration should be given to including an action on maintaining roadway pavement markings as a safety measure and including an action item in the appropriate section.

Section 5.3, Reliability, should be expanded to include an action item which will direct the RTD to work with freight host railroads to improve collaboration. This can result in reducing the delay of passenger rail service which operate on freight lines.

Section 5.4, Supporting Clean Transportation, must be expanded to include hydrogen as a fuel for transit buses. Electric bus technologies do not meet all the needs for transit service providers, especially those in rural areas, and a number of RTAs have identified hydrogen powered buses as a preferred alternative. It is recommended that this section acknowledge this fact and that the appropriate problem statement be modified to include an action item for hydrogen as an acceptable fuel.

The action item related to Modernizing Power Infrastructure for the Purpose of Increasing Capacity to Accommodate Electrification (SCTAI2.4) is certainly applicable and necessary. In addition to coordination, it is imperative that improvements occur in advance of when they are needed. If these needed improvements are not in place at the time of need, significant problems will result. Additionally, necessary measures must be taken to ensure that these costs do not create additional financial burdens on residents.

Destination Connectivity Action Item DCAI3.1 predicates expanding local/regional funding opportunities based on increases in federal funding. State funding should also be made available for destination connectivity purposes.

There is a strong desire to expand passenger rail service in the Berkshires, both west and east to Albany and Boston and south to New York City. Despite numerous obstacles, the success of the Berkshire Flyer demonstrates that passenger rail service is a viable mode of transportation. While the Vision and Values statements for the

Destination Connectivity priority area somewhat reflect the need for improved passenger rail options, this is not accurately addressed in the Problem Statements on page 77. This could be best addressed by adding the sentence “Current passenger rail service opportunities for the western half of the Commonwealth are extremely limited.” To the end of the third problem statement on page 77.

Passenger rail is specifically addressed in Action Items RAI 1.6 and DCAI 3.3. Both Action Items would be strengthened by a commitment to specific implementation milestones to achieve expanded rail service. It is recommended that the last sentence of Action Item RAI 1.6 “Similarly, RTD will continue efforts to develop Compass Rail.” be modified and included as its own individual action item. We recommend “Continue efforts to expand Compass Rail with a defined Mission Statement, key milestones, and implementation schedule.” Ideally, this would have a “Short Term” timeframe.

The Destination Connectivity Problem Statement 3 rightly identifies the problem residents in rural areas face regarding the lack of transit services and lost opportunities. However the Action items do not adequately address those problems. For instance, there is no mention of the Northern Tier Passenger Rail effort. North Adams has some of the lowest median wages in the state. Passenger rail service would provide opportunities for those residents. In Berkshire County, many of the employees that support the region’s tourist economy which is concentrated in South County live in the Gateway City of Pittsfield, which is in the central part of the county. A short line passenger rail service between Pittsfield and south Berkshire County on track MassDOT owns and where the Commonwealth has recently invested millions of dollars to improve the track could provide economic opportunities for those residents as well as significantly support the Berkshire economy . In addition to DCAI3.3, an action item should be added stating MassDOT’s commitment to seek out and explore other options for passenger rail service.

In section 5.5, the Destination Connectivity introduction, MassDOT highlights the initiatives taken to promote access to and from critical destinations that provide opportunities and call for the need to address the housing and land use context on network operation. There is, however, a missed opportunity related to Compass Rail to promote and support greater density near intercity passenger rail service stations. An action item should be added or integrated into related action item to promote and support greater housing density near intercity passenger rail areas. Action Item DCAI5.1 related to the identification of areas for high-impact transit-oriented investments should also focus on passenger rail connection points.

The Resiliency section is well done. Regarding action item RSAI1.11, it is not clear if the Highway Resiliency Improvement Plan includes a section on rapid response to be able to respond to climate change (severe weather) events when transportation infrastructure is damaged. It is imperative that such a plan/section exists to be able to respond immediately with an emergency repair. Similarly, action item RSAI1.12 should be expanded, and a similar program with standards be adopted for the entire transportation system. Furthermore, RSA1.14, Resilient design research and planning efforts should be accelerated. Impacts of climate change have already begun and all regions of the Commonwealth have experienced severe impacts to their transportation infrastructure.

The funding of technical assistance, TEAI2.2, has been instrumental in providing Berkshire County municipalities with Complete Streets plans and projects. Without this assistance, neither the plans nor the resulting projects would have become a reality. We are appreciative of this support and welcome more opportunities in the future.

On page 145, a discussion on the impact of VMT as it relates to gas tax and toll revenue is presented. This discussion fails to mention several disparities which rural areas face. As rural areas are more sparsely developed, residents must travel further to reach their destinations, increasing their VMT. Rural areas also have very limited transit options, in comparison to urban areas. This disparity requires the use of personal vehicles, which increases VMT. Instituting a VMT fee/tax would adversely impact rural area residents who do not have access to robust transit systems in urbanized areas.

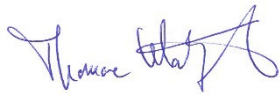
The section on projected revenue, Section 7.4 Funding Forecast for Beyond Mobility, is absent from any discussion or assessment of whether these projections are adequate to meet future needs. The annual percentage increases

are very low and may not keep pace with inflation. The long-range plan should contain an estimate of future needs and any potential shortfalls should be acknowledged. This information could help inform current and future discussions on transportation funding needs.

At the Rural Planning Commission meeting on May 31, 2024, there was discussion on local unpaved roads. BRPC communities experience similar issues with poor unpaved road conditions and maintenance issues. We strongly support the inclusion of action items in the plan which will lead to improving unpaved road conditions.

In closing, *Beyond Mobility* has great potential to provide a reliable, efficient and equitable transportation system over the next 25 years. We appreciate the opportunity to share our comments with you on this plan and look forward to collaborating with MassDOT to implement elements of this plan.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thomas Matuszko". The signature is stylized and cursive.

Thomas Matuszko, AICP
Executive Director

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Department of Energy

Biden-Harris Administration Announces Initial List of High-Priority Areas for Accelerated Transmission Expansion

MAY 8, 2024

[Energy.gov](#) »

Biden-Harris Administration Announces Initial List of High-Priority Areas for Accelerated Transmission Expansion

DOE Seeks Public Input on 10 Potential Locations, from Coast to Coast, That Present an Urgent Need for Expanded Transmission, Announces New Funding to Deploy Cleaner, Cheaper, Reliable Energy Across the Nation

WASHINGTON, D.C.—In a continued effort to expedite the build out of a resilient and reliable electric grid, today the U.S. Department of Energy (DOE) released a preliminary list of 10 potential **National**

Interest Electric Transmission Corridors (NIETCs) to accelerate the development of transmission projects in areas that present an urgent need for expanded transmission. DOE also announced minimum eligibility criteria for direct loans under the **Transmission Facility Financing (TFF) program**. Supported by President Biden's Investing in America agenda, the TFF program can finance the development of billions of dollars of transmission projects in designated NIETCs. DOE is now seeking public input on both the preliminary list of potential NIETCs and the TFF program application and evaluation process.

"At more than a century old, our power grid is showing its age, leaving American consumers to bear the costs of maintaining it with frequent and longer power outages from extreme weather," said **U.S. Secretary of Energy Jennifer M. Granholm**. "The Biden-Harris Administration is leveraging every tool to expand transmission and deploy more reliable, affordable, and clean power in every pocket of the nation."

"In order to reach our clean energy and climate goals, we've got to build out transmission as fast as possible to get clean power from where it's produced to where it's needed," said **John Podesta, Senior Advisor to the President for International Climate Policy**. "As today's announcements demonstrate, the Biden-Harris administration is committed to using every tool at our disposal to accelerate progress on transmission permitting and financing and build a clean energy future."

"President Biden's leadership has sparked an unprecedented expansion in American manufacturing and clean energy, and we are building out the nation's power grid to keep pace with this historic growth," said **Assistant to the President and National Climate Advisor Ali Zaidi**.

"Thanks to the President's vision, the United States is projected to build more new electric generation capacity this year than we have in two decades – and 96 percent of that will be clean. Building on last month's launch of a public-private mobilization to expand the capacity of the existing U.S. transmission network, upgrading 100,000 miles of power line, this step forward on

corridors is the latest way the Biden-Harris Administration is accelerating grid expansion to deliver reliable, affordable power across the country. This is how we win the future, by harnessing new technologies to grow our economy, create hundreds of thousands of good-paying jobs, and protect the planet for generations to come.”

National Interest Electric Transmission Corridors

The President’s Bipartisan Infrastructure Law amended the Federal Power Act to clarify the Secretary of Energy’s ability to designate any geographic area as a NIETC if it is determined that consumers are harmed, now or in the future, by a lack of transmission in the area and that the development of new transmission would advance important national interests for that region, such as increased reliability and reduced consumer costs.

A NIETC designation unlocks critical federal financing and permitting tools to spur transmission development, including direct loans through the TFF program, public-private partnerships through the **Transmission Facilitation Program**, and Federal siting and permitting authority of the **Federal Energy Regulatory Commission (FERC)** in certain limited circumstances. Developers and state and local siting authorities may also be able to leverage the environmental analysis conducted by DOE as part of the NIETC designation process to complete local siting and permitting processes, which could ultimately accelerate siting and permitting for transmission projects in these targeted, high-priority areas.

DOE released final guidance on NIETC designation in December 2023, and initiated a four-phase process by inviting interested parties to suggest specific geographic areas where a NIETC designation may be particularly helpful in advancing transmission to meet significant regional need. After independent analysis and review of public input, DOE’s preliminary list of potential NIETCs includes 10 narrow geographic areas spanning nine of the regions identified by **DOE’s 2023 National Transmission Needs Study**.

The potential NIETCs:

- Include one or more potential transmission projects currently under development whose deployment could be accelerated by the tools unlocked by NIETC designation.
- Range in width from less than one mile to near 100 miles and in length from 12 to 780 miles.
- Often parallel existing rights of way such as state highways and high-voltage transmission lines.
- Have the potential to facilitate the integration of renewable energy resources such as wind and solar, including offshore wind generation in the Atlantic Ocean.
- Present the opportunity to increase transmission capacity between the Eastern and Western Interconnections--two otherwise largely disconnected grids.

The preliminary list includes maps of each potential NIETC. The maps *should be viewed as rough approximations*. The geographic boundaries of any potential NIETC that continues in the designation process may ultimately differ from what is presented in the preliminary list. Today's announcement is not designating any final NIETC.

Today's announcement initiates Phase 2 of the NIETC designation process, including opening a 45-day window for public comments on the geographic boundaries and potential impacts of NIETC designation on environmental, community, and other resources. For example, interested parties may provide information such as the location of wetlands, recreation areas, historic properties, residences, businesses, abandoned mines, and/or croplands.

The public comment period will close at 5:00 p.m. ET on June 24, 2024. Submissions must be made by emailing NIETC@hq.doe.gov. There will be an informational webinar on May 16, 2024, at 3:30 p.m. ET. **Registration is required.**

Following Phase 2, DOE will prioritize which potential NIETCs move from the preliminary list to Phase 3, during which DOE will draft NIETC designation reports, conduct environmental reviews, proceed with government-to-government consultation with any impacted Tribal Nations as appropriate, and engage in robust public engagement. DOE anticipates announcing the narrowed list of potential NIETCs and initiating Phase 3 in the fall of 2024.

Transmission Facility Financing Program

The **TFF program** provides direct loans for eligible transmission projects within a NIETC. The Inflation Reduction Act appropriated \$2 billion which may cover the credit subsidy cost of those loans, unlocking billions in total loan volume under the program. DOE is currently seeking public input on the scope of eligible projects and project financing requirements, including feedback from utilities and project developers that are interested in seeking direct loan support through the program for a specific project in or near one of the potential NIETCs.

Parties interested in providing comments, including utilities and project developers, are encouraged to contact DOE at TFF@hq.doe.gov by July 31, 2024, to register input. DOE anticipates opening the TFF program in 2025.

Learn more about the [Grid Deployment Office](#).

###

Media Inquiries:

(202) 586-4940 or DOENews@hq.doe.gov

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[energy.gov](https://www.energy.gov) Newsroom

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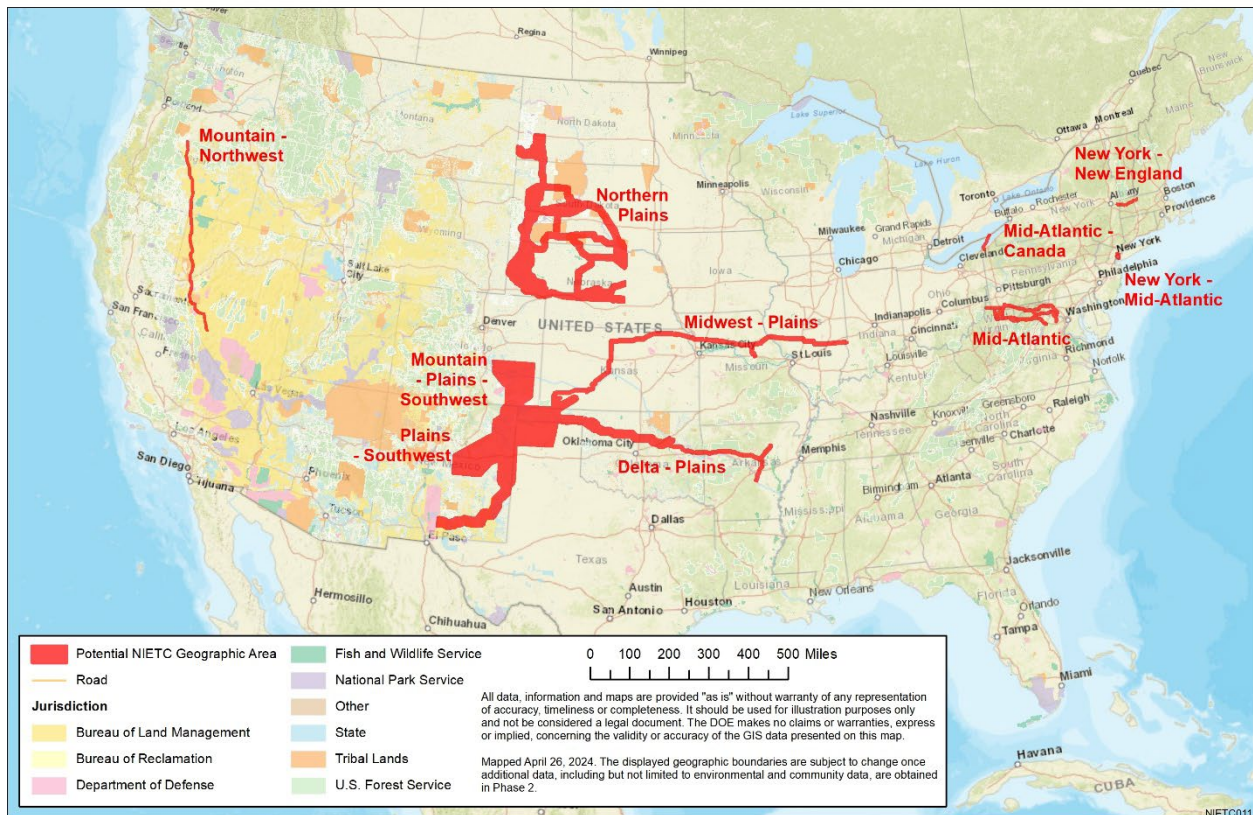
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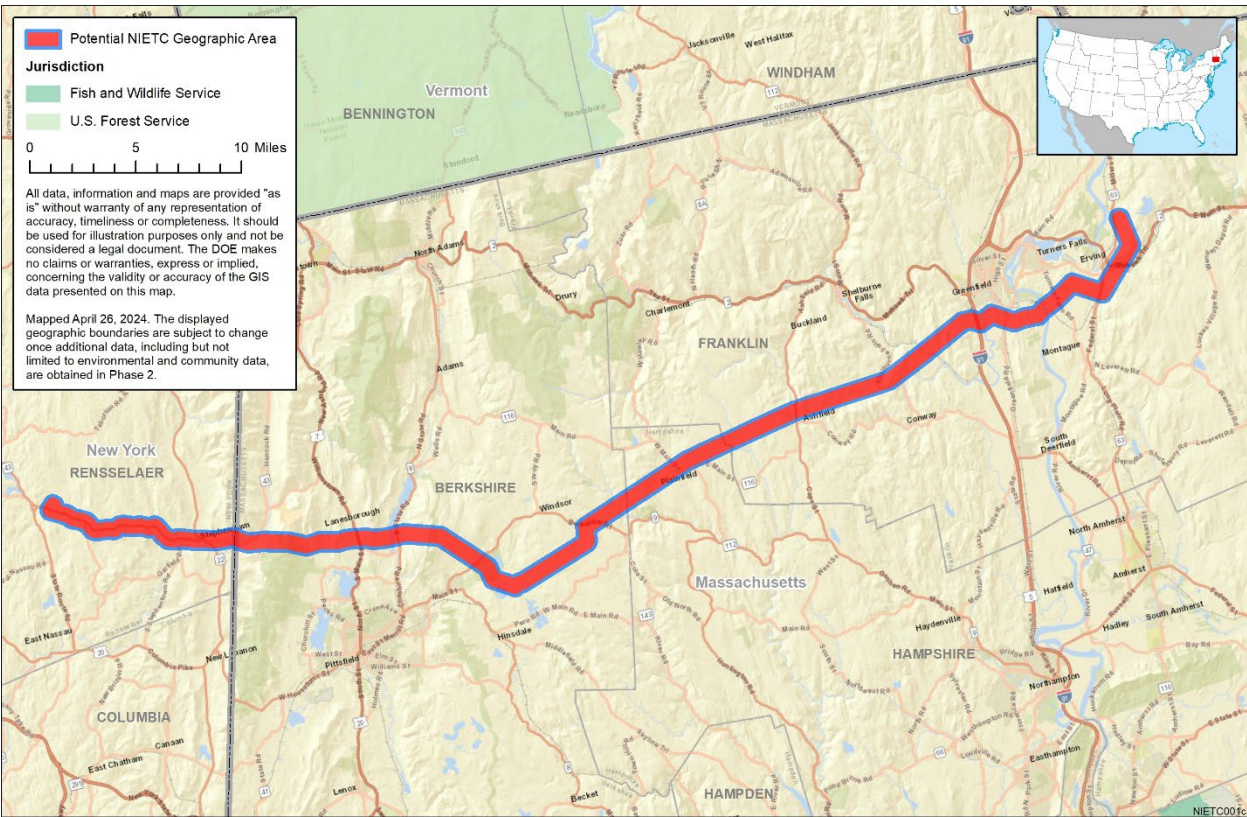
Potential NIETC Geographic Areas



This preliminary list includes the following potential NIETCs, each of which is described below, with an overview map illustrating the rough approximation of geographic boundaries, a brief geographical description, and a high-level explanation of DOE’s preliminary findings of transmission capacity constraints or congestion within the geographic area that adversely affects consumers:

1. New York-New England
2. New York-Mid-Atlantic
3. Mid-Atlantic-Canada
4. Mid-Atlantic
5. Midwest-Plains
6. Northern Plains
7. Delta-Plains
8. Plains-Southwest
9. Mountain-Plains-Southwest
10. Mountain-Northwest

New York - New England



Geography: The New York-New England potential NIETC is an approximately 1-mile-wide, 60-mile-long east-west geographic area that includes an existing state highway transportation corridor in eastern New York and high-voltage transmission right of way in western Massachusetts where new transmission capacity may be co-located. It has the potential to facilitate interregional transmission between the New York Independent System Operator, Inc. (NYISO) and ISO New England Inc. (ISO-NE) regions.

Transmission Capacity Constraints or Congestion that Adversely Affects Consumers: The New York-New England potential NIETC encompasses a geographic area where there is significant need for increased interregional transfer capacity to maintain and improve reliability and resilience, reduce congestion, meet future generation and demand growth, lower consumer costs, and integrate more clean energy resources. These preliminary findings are based on the 2023 Needs Study as well as other relevant information and are consistent with DOE’s preliminary finding in the NIETC Guidance regarding the particular value of NIETC designation where there is need for increased interregional transfer capacity.

The 2023 Needs Study identifies the need to improve system reliability and resilience through additional transfer capacity between the New York and New England regions. Needs Study findings demonstrate the NYISO system is anticipated to become increasingly stressed during

winter cold snaps by mid-2030 as electrification efforts cause the system to become winter-peaking.²⁰ NYISO finds reliance on neighboring systems will continue to be essential over the next decade as the New York system will not have adequate resources if not for emergency assistance.²¹ In the ISO-NE region, high levels of anticipated variable energy resource integration are expected to pose challenges to maintaining reliability.²² Expanding transmission to access geographically diverse energy resources would reduce future resource adequacy risks. Further, recent experience with extreme weather events, such as the January 2018 bomb cyclone event in the northeastern United States, demonstrate the value additional interregional transfer capacity would have for consumers in ensuring resilience and lowering costs by ensuring that energy can be delivered from where it is available to where it is needed during these extreme events.²³ The Needs Study presents findings that show regions affected by the bomb cyclone, including New York and New England, could have saved \$30-40 million for each additional gigawatt (GW) of transmission among themselves or other regions.²⁴

The Needs Study also assessed historic wholesale market price differences between regions, which signal areas of congestion on the transmission system that could be alleviated with additional transmission capacity. According to Needs Study analysis, the highest congestion value of interregional transmission in the Eastern Interconnection from 2012 through 2020 exists between New York and New England, with an average marginal value of transmission ranging from \$16 to \$21/megawatt-hour (MWh).²⁵ In fact, the congestion value of transmission between upstate New York and western Massachusetts—the location of this potential NIETC—ranked the highest of all interregional, non-cross-interconnection links considered in the analysis.²⁶

The Needs Study finds there is also a need for increased interregional transfer capacity between New York and New England to meet future generation and demand growth under all scenarios of future load and clean energy growth assessed in the capacity expansion modeling analysis. Under scenarios with moderate load growth and high clean energy growth future scenarios, New York will need an anticipated median increase of 5.2 GW of additional transfer capacity with New England by 2035, a 255% increase relative to the 2020 system.²⁷ Under scenarios with high load growth and high clean energy growth future scenarios—more in line with recently enacted state

²⁰ 2023 Needs Study at 89.

²¹ See NYISO, *2022 Reliability Needs Assessment*, at 12 (Nov. 2022), <https://www.nyiso.com/documents/20142/2248793/2022-RNA-Report.pdf/> (2022 NYISO RNA); NYISO, *2023-2032 Comprehensive Reliability Plan*, at 9-10 (Nov. 2023), <https://www.nyiso.com/documents/20142/2248481/2023-2032-Comprehensive-Reliability-Plan.pdf/c62634b6-cdad-31dc-5238-ee7d5eaece04> (2023-2032 NYISO Comprehensive Reliability Plan).

²² 2023 Needs Study at 54.

²³ *E.g.*, 2022 NYISO RNA at 91.

²⁴ 2023 Needs Study at 57.

²⁵ *Id.* at v, 37-38.

²⁶ Lawrence Berkeley National Laboratory (LBNL), *Empirical Estimates of Transmission Value using Locational Marginal Prices*, at 20 (Aug. 2022), <https://emp.lbl.gov/publications/empirical-estimates-transmission> (LBNL Empirical Estimates).

²⁷ 2023 Needs Study at 131–133, tbl. VI-4.

laws in New York and New England²⁸—New York will need an anticipated median increase of 17 GW of additional transfer capacity with New England by 2035, an 835% increase relative to the 2020 system.²⁹

In addition to reliability and resilience benefits of resource diversification as stated above, transmission developed in this potential NIETC would lower consumer costs by enabling the integration of more low-cost generation resources in upstate New York. New transmission between these low-priced regions and high-priced regions within New England would allow load in high-priced markets to draw energy from a larger set of generators and lower their electricity costs.³⁰

²⁸ The moderate load/high clean energy growth scenario is the most likely power sector future in many regions across the United States given recently enacted laws, including the IIJA and Inflation Reduction Act. However, high load/high clean energy growth scenario findings are likely more appropriate to consider for regions with enacted state laws anticipated to further increase load and clean energy growth. For example, New York’s 2019 Climate Leadership and Community Protection Act mandates 70% renewable electricity by 2030, a zero-emissions power system by 2040, a 40% reduction in statewide greenhouse gas emissions from 1990 levels by 2030, and an 85% reduction in statewide greenhouse gas emissions from 1990 levels by 2050. *See* N.Y. State Senate, *Senate Bill S6599* (signed July 18, 2019), <https://legislation.nysenate.gov/pdf/bills/2019/S6599>. The majority of New England states also have both renewable portfolio standards and/or clean energy standards in addition to greenhouse gas reduction commitments. *See* NRRI, *State Clean Energy Tracker* (updated Aug. 2021), <https://pubs.naruc.org/pub/31CA2D90-1866-DAAC-99FB-F8F68F7E53DE>.

²⁹ 2023 Needs Study at 131-133, tbl. VI-4.

³⁰ *Id.* at 32.



BRPC

Berkshire Regional Planning Commission

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

Proposed SCHEDULE OF MEETINGS FY2025

Commission & Executive Committee Meetings

| Commission | Executive Committee |
|---|--|
| | Tuesday, July 2, 2024 – 4:00 p.m. |
| Thursday, August 1, 2024 – 6:00 p.m. | Thursday August 1, 2024 – 4:00 p.m. |
| Thursday, September 19, 2024 - 7:00 p.m.(tentative) | Thursday, September 12, 2024 – 4:00 p.m. |
| | Thursday, October 3, 2024 – 4:00 p.m. |
| Thursday, November 21, 2024 – 7:00 p.m. | Thursday, November 7, 2024 – 4:00 p.m. |
| | Thursday, December 5, 2024 – 4:00 p.m. |
| Thursday, January 16, 2025 – 7:00 p.m. | Thursday, January 2, 2025 – 4:00 p.m. |
| | Thursday, February 6, 2025 – 4:00 p.m. |
| Thursday, March 20, 2025 – 7:00 p.m. | Thursday, March 6, 2025 – 4:00 p.m. |
| | Thursday, April 3, 2025 – 4:00 p.m. |
| Thursday, May 15, 2025 – 7:00 p.m. | Thursday, May 1, 2025 – 4:00 p.m. |
| | Thursday, June 5, 2025 – 4:00 p.m. |

Annual Meeting – to be determined – tentatively scheduled for September 19, 2024

The following committees meet as needed:

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

- **Regional Issues Committee** meetings have been held at 3:30 p.m. the 4th Wednesday of the Month.

Statement of Procedures of the Environmental Review Committee of BRPC

The Environmental Review Committee (ERC) drafts the BRPC's comments and recommendations on proposed projects, policies, permits, and other actions that will have substantial effects on the natural and/or social environment and have regional significance in the sense of effects beyond one locality. It may also draft comments on actions that affect primarily a single locality, if the BRPC's and ERC's technical knowledge and experience can assist local authorities in their own review. The proposed actions include ones from the private sector and ones from the Federal, State, and local governments.

The majority, but by no means all, of these actions are ones subject to approval by various Massachusetts state agencies, especially the Executive Office of Energy and Environmental Affairs (EEA), in which case BRPC comments are addressed to the Secretary of EEA. Reviews by EEA are governed by the Massachusetts Environmental Policy Act (1977). An office in EEA, the Massachusetts Environmental Policy Act Office (MEPA), manages EEA's review process, and its staff ensures wide dissemination of information to local and regional agencies such as BRPC and encourages their participation in the EEA review.

Following is the time-line for the ERC's consideration of a proposed action. It takes account of limitations on staff time, limited times available for ERC meetings, and the short period that MEPA and other agencies typically allow for public comments.

1. BRPC staff receives information on the proposed action. The information may come directly from MEPA (such as a listing in MEPA's regular publication *The Environmental Monitor*), from some other permitting authority, or some other source. If the action requires approval by EEA, the information will include one of the following documents the proposer has filed with MEPA: Environmental Notification Form (ENF); Notice of Project Change; Expanded Environmental Notification Form (EENF); Draft Environmental Impact Report (DEIR); Final Environmental Impact Report (FEIR); Single Environmental Impact Report (SEIR).

2. The Commission has a policy of commenting on all MEPA EIRs, so in those cases the staff drafts comments, the ERC meets and considers the draft and perhaps changes and enlarges it, and then sends it to the BRPC Executive Committee. This procedure also applies to EENFs, because an EENF is usually a proponent's effort to file a SEIR (skipping the DEIR).

In all other cases, the process is as follows.

3. Staff studies the information and forms an opinion on whether the Commission should comment on the action. It then gives the ERC Chair the information it has received, including a copy of any MEPA document, and the staff's recommendation. The ERC Chair studies the information and decides whether ERC will meet.

If staff did not recommend making comments, and the Chair agrees, the ERC does not meet. Staff notifies other ERC members of the decision, but it provides those members a copy

of the information and the staff's recommendation, and gives members an opportunity to object to the Chair's decision. A member should channel an objection through the staff, and not notify other ERC members, in order to avoid any appearance of deliberation that violates the Open Meeting Law. Staff relays the objection to the ERC Chair, who considers it. If the Chair still does not call a meeting, the formal process ends, but of course any member of the ERC may exercise their right to send personal opinions directly to EEA or other relevant authority. If the Chair now decides to call a meeting, the process is as described in Paragraph 2 above.

If the staff recommended making comments, the Chair will normally agree and calls an ERC meeting. In the rare case where the Chair disagrees, the procedure for considering objections by other ERC members is as in the previous paragraph.

4. If the ERC meets, staff prepares a draft of comments for the meeting, and if at all practical it distributes it to ERC members sufficiently in advance to allow the members to prepare for the meeting.

5. In its meeting the ERC considers the staff's draft comments, and it may make additions and changes. With limited exceptions, it does not specify exact language, but comes to some consensus and relies on staff to express it in a revised draft. In the meeting the ERC Chair gives priority for participation to ERC members and staff, but permits representatives of the proponent to answer questions, and if time permits he or she recognizes members of the public for brief comments. The ERC does not expect a proponent to give a summary of the action; it relies on members' prior reading of the information and staff's draft comments.

6. It is essential for the Executive Committee and the full Commission to have a role in the process. The ideal procedure is for both Executive Committee and the full Commission to consider the ERC report, make any desired changes, then the Commission sends the final report to the Secretary of EEA or other relevant agency. However, normally the Executive Committee meets only monthly and the full Commission only bimonthly. The review processes, especially MEPA's, are usually so short that the ERC cannot get Commission approval before a deadline, and sometimes cannot get Executive Committee approval either. In these cases, the Executive Committee and Commission approvals may be after the fact.

Sometimes the ERC process will begin but not be completed before the next Executive Committee meeting, and the deadline for comment is before the second upcoming Executive Committee meeting. In this case, the ERC Chair will ask the Executive Committee to allow the ERC to submit comments directly to the relevant agency, and then ask the Executive Committee and the Commission to approve the comments after the fact. As the ERC Chair is a member of the Executive Committee, he or she will be able to answer questions from the Executive Committee when the latter considers the comments. The Chair or other ERC member will also endeavor to attend the Commission meeting when the Commission considers them.

7. The ERC Chair will endeavor to inform the Executive Committee and the Commission of decisions by the EEA Secretary or other agencies concerning the proposed action, in an effort

to educate both about the general processes of environmental review and the avenues for effective BRPC participation.

END

CHARLES KUSIK AWARD RECIPIENTS
Berkshire Regional Planning Commission

| Year | Recipient(s) | Topic |
|-------------|--|---|
| 1996 | Mayor John Barrett, III | Reuse of old mill buildings – MassMOCA |
| 1997 | Rachel Fletcher & Timothy Gray | Housatonic river reclamation efforts |
| 1998 | Rep. Peter J. Larkin | Economic revitalization efforts – Brownfields legislation |
| 1999 | George S. Wislocki & Tad Ames Mayor Gerald S. Doyle, Jr. & Thomas E. Hickey, Jr. | Preserving natural resources Economic development efforts – GE settlement |
| 2000 | Donald R. Dubendorf, Esq. | Berkshire Connect |
| 2001 | Leslie Reed-Evans | Agricultural preservation |
| 2002 | Southern Berkshire Housing Coalition & Community Development Corporation of Southern Berkshire | Affordable housing |
| 2003 | Robert Race | Lake preservation |
| 2004 | Congressman John Olver | Regional leadership & support |
| 2005 | No award granted | |
| 2006 | Peter Lafayette | Affordable housing |
| 2007 | Don Schmidt | Guidance to local Planning officials |
| 2008 | Sally Bell, Esq. | Continuing legal service to communities |
| 2009 | No award granted | |
| 2010 | Marjorie Cohan | Berkshire Bike Path Council |
| 2011 | Rep. Daniel Bosley Donald Goranson | State economic development 35 years on Great Barrington Planning Board |
| 2012 | Aimee Thayer | Outstanding contributions to Planning in Berkshire County |
| 2013 | Mayor Richard Alcombright | Support for Planning in North Adams |
| 2014 | Eleanor Tillinghast | Protection of natural resources of the Berkshires |
| 2015 | Donna Cesan | Support for Planning in Adams |
| 2016 | Senator Benjamin Downing | State senator 2007 - 2016 |
| 2017 | Robert "Bobbie" Orsi | Initiation and leadership of Age Friendly Berkshires |
| 2018 | Barbara Zheutin | Support for Berkshire Grown and Farmers |
| 2019 | Kristine Hazzard | Berkshire United Way leadership and its Community Impact Work |
| 2020 | No award granted (COVID) | |
| 2021 | Berkshire Vaccine Collaborative COVID-19 Emergency Response Fund for Berkshire County Berkshire Public Health Nurses | For leadership to protect Berkshire County from the impact of COVID-19 |
| 2022 | Senator Adam G. Hinds Lieutenant Governor Karyn Polito | For leadership and advocacy to improve Berkshire County communities For leadership to provide access to resources for Berkshire County communities |
| 2023 | Ilana Steinhauer, FNP, Executive Director, Volunteers in Medicine | Providing and expanding access to health care with an understanding of the social determinants of health |



BRPC

Berkshire Regional Planning Commission

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

MEMORANDUM

TO: Delegates and Alternates,
Berkshire Regional Planning Commission

FROM: Thomas Matuszko, Executive Director

DATE: May 24, 2024

RE: **April 2024 Assistance Activities**

This report highlights technical assistance provided by BRPC staff for February and March 2024. 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 |
|------------------------|---|----------------------------------|
| Lee | Bridge use, replacement, selection, and funding process | Town and MassDOT District Office |
| North Adams | Reconnecting Communities RFP and consultants research and development | Community Development Office |
| Savoy | Road infrastructure ownership consultation | Town Administrator |