



# BRPC

Berkshire Regional Planning Commission

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## MEETING NOTICE

posted 12/29/2024  
5:27 pm KHT

There will be a meeting of the EXECUTIVE COMMITTEE  
of the  
BERKSHIRE REGIONAL PLANNING COMMISSION  
Thursday, January 2, 2025 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=87662827699>

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](http://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 the Minutes of the Executive Committee Meeting of December 5, 2024\*
- IV. Financial Reports (4:05)
  - A. Vote to Approve the November 28 – December 20, 2024, Expenditures Report\*
  - B. Report on the Accounts Receivables – December 2024
  - C. Report on the Line of Credit – December 2024
- V. Open Comments from Berkshire Regional Planning Commission Delegates and Alternate Delegates, not to be further discussed at this meeting by the Executive Committee (4:10)
- VI. Items Requiring Action\* (4:15)
  - A. Vote to Authorize the Environmental Review Committee to Submit Comments to the Massachusetts Environmental Policy Act (MEPA) Office on Behalf of the Berkshire Regional Planning Commission on the Expanded Environmental Notification Form and Environmental Impact Report for the Berkshire Natural Resources Property Exploration Wells Project in Great Barrington\*
  - B. Vote to Authorize the BRPC Executive Director to Submit Comments to the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) on Accessory Dwelling Units Draft Regulations\*
- VII. Committee Reports and Discussion (4:25)
  - A. Berkshire Municipal Planning Organization
  - B. BRPC Finance Committee

**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

- VIII. Executive Director's Report and Discussion (4:30)
  - A. Report on New Contracts / Agreements
  - B. Berkshires Tomorrow Inc. (BTI) Update
  - C. Staff Updates
  - D. Rural Policy Advisory Commission (RPAC) Update
  - E. Seasonal Communities Advisory Council Update
  - F. Passenger Rail
  - G. BRTA Announces New Pilot Pittsfield Paratransit Evening Service
  - H. Department of Conservation and Recreation Proposed Land Acquisition – Adams
  - I. EOTSS and Cyber Security Opportunities
  - J. Permit Extension Act
  - K. Addiction and Substance Use Disorder Bill
- IX. Old Business (4:35)
  - A. The U.S. Department of Energy's (DOE) National Interest Electric Transmission Corridor (NIETC) Phase 3 Determination
- X. New Business (4:50)
  - A. Discussion of Topics for the January Commission Meeting
- XI. Adjournment\* (5:00)

BRPC has adopted the BRPC website [www.berkshireplanning.org](http://www.berkshireplanning.org) as its official posting method as allowed by 940 CMR29.00 section 29.03 (3) (b) since November 2010. The Meeting Notice, Agenda and meeting materials are on BRPC's website: [www.berkshireplanning.org](http://www.berkshireplanning.org). Click the calendar of events, then the meeting name, and follow the link to materials.

\* Items Requiring Action



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## **DRAFT Executive Committee Minutes Thursday, December 5, 2024**

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

### **I. Call to Order & Open Meeting Law Statement**

Chair Malcolm Fick called the meeting to order at 4:01 pm 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 said if anyone else wanted to record it they needed to inform him.

### **II. Roll Call:**

Office Manager Marianne Sniezek read the roll call:

#### Members Present:

Malcolm Fick, Chair, Great Barrington Alternate  
John Duval, Vice Chair, Adams Alternate  
Sheila Irvin, Clerk, Pittsfield Delegate  
Buck Donovan, Treasurer, Lee Delegate  
Kyle Hanlon, At-Large, North Adams Delegate  
Christine Rasmussen, Regional Issues Committee Chair, Stockbridge Alternate  
Roger Bolton, Environmental Review Committee Chair, Williamstown Alternate (joined after roll call)  
Douglas McNally, Commission Development Committee, Chair, Windsor Delegate (joined after roll call)

#### Members Not Present:

Sam Haupt, At-Large, Peru Delegate

#### Others Present:

Mary McGurn, Egremont Delegate; Mark Smith, Lenox; Stephen Dravis, Iberkshire staff; and R Deleo.

#### Staff Present:

Tom Matuszko, Executive Director; Laura Brennen, Assistant Director, Marianne Sniezek, Office Manager

### **III. Vote to Approve November 7, 2024, Minutes**

Sheila Irvin motioned to approve the November 7, 2024, meeting minutes. Kyle Hanlon seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Christine Rasmussen, and Kyle Hanlon.

**IV. Financial Reports**

**A. Vote to Approve the November 2 – November 27, 2024, Expenditures Report**

Kyle Hanlon motioned to approve the November 2 – November 27, 2024, expenditures report. Christine Rasmussen seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Christine Rasmussen, and Kyle Hanlon.

**B. Report on the Accounts Receivable – November 2024**

Projects in Monterey are completed. BRPC had contacted Monterey about past due invoices and were unsuccessful. Treasurer Buck Donovan will contact Monterey regarding the aged receivables. Malcolm Fick will contact the selectboard.

**C. Report on the Line of Credit**

There has been no need to use the line of credit.

**V. Open Comments from Berkshire Regional Planning Commission Delegates and Alternate Delegates, not to be further discussed at this meeting by the Executive Committee.**

No comments.

**VI. Items Requiring Action**

**A. Vote to Approve the BRPC Use of AI (Artificial Intelligence) Policy**

The Executive Committee was asked to approve BRPC's Use of AI Policy. BRPC currently does not have a policy related to the use of AI. This policy would provide some broad requirements for BRPC staff to follow.

Tom thanked Mary McGurn for her input. Mary commented that the AI policy was well written, flexible and concise. Mary thanked all who worked on the policy.

Kyle Hanlon moved to approve the BRPC's use of AI Policy. Douglas McNally seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Douglas McNally, Roger Bolton, Christine Rasmussen, and Kyle Hanlon.

**B. Vote to Approve BRPC Entering into the North Berkshire Inter-Municipal Agreement Regarding Use and Expenditure of Opioid Abatement Funds**

The Executive Committee was asked to approve BRPC entering into the North Berkshire Inter-Municipal Agreement (IMA) Regarding Use and Expenditure of Opioid Abatement Funds

In follow-up to work conducted through the HEALING Communities Study, several municipalities in north county want to continue to work together to address substance use. Massachusetts, along with other states, received

settlement funds from drug manufacturers and distributors related to opioid use. Municipalities, throughout the Commonwealth, received a portion of those settlement funds to be used for specific abatements measures related to substance use. The north county municipalities would pool their settlement funds to reduce Substance Use Disorder (SUD); increase access to SUD and behavioral health services; and spearhead educational and communications activities to reduce personal and community stigma against people who use drugs and/or have SUD.

An Inter-municipal Agreement (IMA) has been drafted with the help of Rich Mucci, attorney at the Massachusetts Association of Health Boards (MAHB), for the participating municipalities and BRPC as fiscal host. This IMA will create an Opioid Abatement Collaborative (OAC). The municipalities will contribute/pool their settlement funds under the IMA which also sets up a governance structure. BRPC was requested to serve as fiscal host and, as such, would hire a north county Community Coordinator to facilitate the work and administer the effort.

Once the IMA is signed, the OAC will sign a Memorandum of Agreement (MOA) with the Berkshire Health System for the Determination of Need Community Impact funds they are contributing to the effort and to add them to the governance structure. Berkshire Health Systems cannot be part of the IMA as they are not a public entity, but the MOA essentially makes them a full partner consistent with the terms of the IMA. BRPC will then contract with BHS for their funding which will be pooled with the settlement funds. As fiscal host for the OAC the municipal funding will come directly to BRPC as part of the IMA.

Currently the municipalities have the IMA and are presumably assessing it and voting on signing it.

John reported the Town of Adam's approval of the Inter-municipal Agreement (IMA) at its December 4, 2024, meeting. Andy Ottoson attended two meetings. It was beneficial to the board to have Andy at the meetings.

Kyle Hanlon moved to approve BRPC entering into the North Berkshire Inter-Municipal Agreement (IMA) Regarding Use and Expenditure of Opioid Abatement Funds. Douglas McNally seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Douglas McNally, Roger Bolton, Christine Rasmussen, and Kyle Hanlon.

**C. Vote to Approve the Submission of a Grant Application to the Massachusetts Executive Office of Technology Services and Security's Office of Municipal & School Technology's Cybersecurity Awareness Grant Program**

The Executive Committee was requested to authorize the Executive Director to submit a grant application to the Massachusetts Executive Office of Technology Services and Security's Office of Municipal & School Technology's Cybersecurity Awareness Grant Program and sign any resulting contracts and agreements. The Cybersecurity Awareness Grant Program provides cybersecurity training to BRPC's employees. The grant provides no funding but offers access to the KnowBe4 training software. BRPC has previously used this grant program to improve its cybersecurity awareness. The staff lead on the project would be GIS, Data & IT Manager Mark Maloy, [mmaloy@berkshireplanning.org](mailto:mmaloy@berkshireplanning.org).

Douglas McNally moved to approve BRPC's submission of a grant application to the Massachusetts Executive Office of Technology Services and Security's Office of Municipal & School Technology's Cybersecurity Awareness Grant Program. Roger Bolton seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Douglas McNally, Roger Bolton, Christine Rasmussen, and Kyle Hanlon.

**D. Vote to Enter into an Agreement with the Metropolitan Area Planning Council on behalf of the Western Region Homeland Security Council**

The Executive Committee was requested to authorize the Executive Director to enter into an agreement with the Metropolitan Area Planning Council (MAPC) on behalf of the Western Region Homeland Security Council (WRHSAC). The WRHSAC is a seventeen-member, volunteer Council charged by the Executive Office of Public Safety and Security to administer and coordinate the State Homeland Security Grant for the four counties of Western Massachusetts: Berkshire, Franklin, Hampshire, and Hampden. Funded activities are regional in scope and build and enhance capabilities that enable the region to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risks. MAPC serves as the fiscal agent for the Commonwealth's Security Councils. This contract is for \$20,000 to create an emergency exercise game that communities and responders can use to practice their emergency planning and response plans and protocols. There is no match. Sandra Martin, [smartin@berkshireplanning.org](mailto:smartin@berkshireplanning.org) would be the staff lead.

Buck Donovan moved to approve BRPC entering into an Agreement with the Metropolitan Area Planning Council on behalf of the Western Region Homeland Security Council. Douglas McNally seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Douglas McNally, Roger Bolton, Christine Rasmussen, and Kyle Hanlon.

**E. Vote to Approve the Submission of a Grant Application to the National Association of County and City Health Officials (NACCHO) Reimagining Health and Public Safety Overdose Initiatives Project (RHAPSODI)**

The Executive Committee was requested to authorize the Executive Director to submit a grant application to the NACCHO Reimagining Health and Public Safety Overdose Initiatives (RHAPSODI) Project and to sign any resulting contracts and agreements. This project would expand field medical services for those recently released or pending release from incarceration through shared outreach by County Ambulance and navigators from the Berkshire County Sheriff's Office and its affiliated 2nd Street Second Chances. The primary goal is to connect individuals with a history of opioid and/or stimulant use who may be at increased risk of overdose post-release with harm reduction planning, low-threshold field medical care and connection to their primary care provider. This \$120,000 nine-month grant is anticipated to a collaborative project among BRPC, County Ambulance Services, The Berkshire County Sheriff's Office/ 2nd Street Second Chances, SafeSpot, Berkshire Harm Reduction and Community Health Programs (CHP). There is no match required. Staff lead on this project would be Andy Ottoson, [aottoson@berkshireplanning.org](mailto:aottoson@berkshireplanning.org).

Douglas McNally moved to approve BRPC's Submission of a Grant Application to the National Association of County and City Health Officials (NACCHO) Reimagining Health and Public Safety Overdose Initiatives Project (RHAPSODI). Kyle Hanlon seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Douglas McNally, Roger Bolton, Christine Rasmussen, and Kyle Hanlon.

**F. Vote to Conditionally Approve Berkshire Regional Planning Commission's Fiscal Year 26 Assessment Subject to Ratification at the Next Commission Meeting. Options Include No Increase from FY25, a 1% Increase from FY25 or a 2.5% Increase from FY25.**

The Executive Committee was requested to conditionally approve BRPC's fiscal year 26 assessment. The Regional Planning Law requires the municipal assessments for the upcoming fiscal year be approved no later than February prior to the beginning of the next fiscal year. The Commission typically votes to approve the Assessment at the January meeting. Many municipalities have told BRPC their budget planning begins as early as November / December prior to the upcoming fiscal year. Conditional approval in December would allow us to provide an initial conditional invoice to the municipalities early in their budget planning cycle. The BRPC Finance Committee met on Monday, December 2, 2024. It recommended a 2.5 % increase over FY25 assessments to the Executive Committee and Commission for any action by the Executive Committee and ratification by the Commission at its next meeting.

Kyle Hanlon moved to conditionally approve a 2.5% increase over the Fiscal Year 25 amount of Berkshire Regional Planning Commission's Fiscal Year 26 Assessment as recommended by the BRPC Finance Committee, and subject to ratification at the next commission meeting. Roger Bolton seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Douglas McNally, Roger Bolton, Christine Rasmussen, and Kyle Hanlon.

## **VII. Committee Report and Discussion**

### **A. Berkshire Metropolitan Planning Organization (MPO)**

The MPO met on November 26, 2024, and discussed TIP amendments, approved changes to the BRTA memorandum of understanding, and reviewed the draft Berkshire County Safe Travel and Equity Plan for our Streets (STEPS) Comprehensive Safety Action Plan. Draft unapproved minutes were in the meeting material.

### **B. BRPC Finance Committee**

The Finance Committee met on December 2, 2024, and recommended a 2.5% increase over FY2025 to set the FY2026 Assessments. The FY2024 audit is underway, and Marianne has sent all documents to the accountant. BRPC's IT needs and costs were also discussed. Tom explained that BRPC needs to go to the cloud and get off our network servers which are 7 years and 5 years old. The changes needed are costly. We are looking into a phase-in approach or ways to reduce the cost. Our IT service contract is ending this fiscal year. A new agreement will be expensive. We would move to SharePoint to convert to the cloud. Our accounting system also needs to be changed to cloud software and GIS.

## **VIII. Executive Director's Report**

### **A. Report on New Contracts/Agreements**

New Grants and Contracts received/initiated from 11/1/2024 to 11/26/2024.

- Peru - Zoning Update - \$4,500
- Adams - Slum and Blight Study - \$20,000
- Savoy - Culvert Replacement Municipal Assistance - \$7,500
- Cultural Districts - ArtWeek Berkshires 2025 - \$2,400
- Metropolitan Area Planning Council - Massachusetts Regional Trail Map - \$8,000

Grants and Contracts not received.

- Blue Cross Blue Shield MIH Grant for \$50,000
- One Stop - Community Planning - Sustainable Berkshires Update for \$200,000

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

- The B.T.I. board approved the following:
  - The submission of a grant application to Mill Town Foundation for Berkshire Benchmarks (\$15,000.) This grant continues previous



grants to support the Berkshire Benchmarks website and the annual State of the County report. The grant runs from January 1, 2025 – December 31, 2025. No match is required; however, it will leverage work with other existing grants.

- The submission of a grant application to Mill Town Foundation for Berkshire Funding Focus (\$15,000.) This grant is a continuation of previous grants to support Berkshire Funding Focus. The grant runs from January 1, 2025 – December 31, 2025. No match is required; however, it will leverage work with other existing grants.
- The submission of a grant application to Mill Town Foundation for Berkshires Outside Accessibility and Signage (\$15,000.) This grant would assist in reviewing the accessibility of outdoor recreation sites in central Berkshire County and placing Berkshires Outside placards around the central region. The grant runs from January 1, 2025 – December 31, 2025. No match is required; however, it will leverage work with other existing grants.
- The president signed an amendment "MOOR E163" for additional services to expand the Berkshires Outside model to the statewide Massachusetts Outside project. The amendment is for additional funds of \$51,000 for a total of \$126,000.

### **C. Staff Update**

- New Hire:
  - Noé González Ortiz, Public Health Planner (SUD). Resume was included with meeting material.
- Open Positions:
  - Community Social Worker
- Resignation
  - Public Health Senior Planner is resigning as of December 13, 2024.

### **D. Rural Policy Advisory Commission (RPAC) Update**

The Rural Policy Advisory Commission met on November 8, 2024. The main agenda items were a summary about the most recent state legislation session, a presentation about the Holistic Land Use Plan, discussion about the Affordable Homes Act and its impact on rural communities, and a report about the Chapter 90 Reform Working Committee.

### **E. Seasonal Communities Advisory Council Update**

Seasonal Communities Advisory Council has not had any action.

### **F. Passenger Rail**

- West-East Rail – No known activity over the past month.
- Berkshire Flyer – No known activity over the past month.
- Northern Tier Passenger Rail – The Massachusetts Department of Transportation (MassDOT) released the Northern Tier Passenger Rail Study final report. This Study examined the benefits, costs, and investments necessary to implement passenger rail service from North Adams to Greenfield and

Boston, with the speed, frequency, and reliability necessary to be a competitive option for travel along the corridor. The report and more information are at <https://www.mass.gov/northern-tier-passenger-rail-study>.

#### **G. Citizen Planner Training Collaborative (CPTC) Fall / Winter Training Sessions**

CPTC announced its Fall / Winter training schedule. Once again, all workshops are virtual. The schedule can be found at Webinar Series – CPTC. BRPC is hosting a virtual session at 5:30 pm on December 5, 2024, on Drafting Zoning Amendments. The Western Mass CPTC in person workshop previously scheduled for December 7, 2024, at Greenfield Community College, Greenfield, MA was canceled.

#### **IX. Old Business**

A. None

#### **X. New Business**

##### **A. Discussion about Planning for the Incoming Federal Administration**

Tom reported that a significant amount of our revenue is direct federal funding or federal pass-through funding. BRPC is reviewing these federal funds to assess what might happen if these funds were reduced or eliminated, especially from agencies such as the Environmental Protection Agency (EPA), Centers for Disease Control Prevention (CDC), Housing and Urban Development (HUD), or Economic Development Administration (EDA). BRPC is exploring if non-federal sources of funds could be extended and maximizing other sources of revenue, such as private foundations, state funding, local funding, and other organizations. Tom suggested communities could use BRPC to provide planning services for municipal planning study needs. To promote BRPC services, we will be sending our annual report on the work we have done in the past. The State funding for District Local Technical Assistance (DLTA) is a high priority.

Roger asked about the effect on Berkshire County business and the economic impact of the deportation of people. John suggested maybe BRPC could assist municipalities with other services or training.

##### **B. Discussion of Topics for the January 16 Commission Meeting**

- Continued discussion of budgetary and legislative priorities

Potential topics:

- Invite newly elected State Representative Leigh Davis
- State Rep. John Barrett III to give a summary of the Northern Tier Passenger Rail
- State budget topics

#### **XI. Adjournment**

Douglas McNally made a motion to adjourn. Kyle Hanlon seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Douglas McNally, Roger Bolton, Christine Rasmussen, and Kyle Hanlon. The meeting adjourned at 4:54 pm.

**Additional Meeting Material:**

- 2024.11.07 Unapproved Executive Committee Meeting Minutes - DRAFT
- November 2, 2024 – November 27, 2024, Expenditures Report
- November 2024 Aged Receivables Report
- 2024.11.25 Line of Credit Report
- 2024.11.27 Executive Director Memorandum
- AI (Artificial Intelligence) Policy
- NoCoCo IMA draft agreement
- FY26 Assessment options
- November 26, 2024, MPO Minutes Draft
- Resume – Noé González Ortiz
- Tech Assistance memo October 2021

**BERKSHIRE REGIONAL PLANNING COMMISSION**

Check Register

For the Period From Nov 28, 2024 to Dec 20, 2024

Filter Criteria includes: Report order is by Date.

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
18723	11/30/24	LAURA BRENNAN	131.45	---	Varied Projects	Monthly Expense Form
18724	11/30/24	JOCELYN LATVALLA	174.20	---	Varied Projects	Monthly Expense Form
18725	12/1/24	BLUE 20/20	219.92	040 ADMIN	Admin	Vision Insurance
18726	12/1/24	MIIA HEALTH BENEFITS TRUST	2,532.68	040 ADMIN	Admin	Dental Insurance
18727	12/1/24	MIIA HEALTH BENEFITS TRUST	66,456.40	040 ADMIN	Admin	Health Insurance
18728	12/1/24	MUTUAL OF OMAHA	1,663.72	040 ADMIN	Admin	Life; STD; LTD
18729	12/1/24	THE COOPER CENTER, LLC	8,895.18	040 ADMIN	Admin	Rent
18730	12/4/24	BERKSHIRES TOMORROW INC	270.11	778 BRPC/FSRS	BRPC - Consulting Services Federal Fund Accountability and Transparency Act Subaward Reporting System	Reimbursement for Administrative Services
18731	12/4/24	BETA GROUP INC	56,970.03	---	Varied Projects	Subcontractor
18732	12/4/24	REBECCA DODGE	480.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18733	12/4/24	SIOGA CLUB OF BERKSHIRE COUNTY INC	175.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18734	12/4/24	JUSTIN HERVIEUX	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18735	12/4/24	KATHRYN HEEDER HOCKER	1,080.00	---	Varied Projects	Subcontractor
18736	12/4/24	DAVID KELLEY	920.00	040 ADMIN	Admin	Cleaning Services
18737	12/4/24	CHRISTOPHER KOWALSKI	480.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18738	12/4/24	CHRISTINA LANE	4,100.00	040 ADMIN	Admin	Staff Photos for Website
18739	12/4/24	MA STATE BOARD OF RETIREMENT	13,021.86	---	---	Retirement
18740	12/4/24	KELLIE MEISL	640.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18741	12/4/24	COURTENY MOREHOUSE	79.46	---	Varied Projects	Monthly Expense Form
18742	12/4/24	ANN MARIE MUTZ	1,030.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Subcontractor
18743	12/4/24	DWAYNE MYERS	112.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18744	12/4/24	CITY OF PITTSFIELD	425.00	040 ADMIN	Admin	Parking
18745	12/4/24	ROUX ASSOCIATES INC	25,704.50	702 EPA/ASSESS	Environmental Protection Agency Assessment	Subcontractor

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18746	12/4/24	KRISTANY SKORPUT	480.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18747	12/4/24	TALYA TALIAFERRO	150.00	610 HRIA/G2G	Health Resources in Action - Gray to Green	Thanksgiving Workshop
18748	12/4/24	TD CARD SERVICES	2,145.25	---	---	<i>November 2024 Credit Card 1189 Payment</i>
18749	12/4/24	TD CARD SERVICES	5,177.13	---	---	<i>November 2024 Credit Card 9068 Payment</i>
18750	12/4/24	VALLEY GREEN SHREDDING, LLC	42.50	040 ADMIN	Admin	Recycling
18751	12/4/24	WB MASON COMPANY INC	1,485.78	040 ADMIN	Admin	Office Supplies
18752	12/4/24	NEW ENGLAND NEWSPAPERS, INC	746.00	---	Varied Projects	Advertising
18753	12/4/24	VALERIE BIRD	348.40	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
18754	12/4/24	SOPHIE CARNES JANNEN	277.54	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
18755	12/4/24	MONASIA CEASAR	207.37	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
18756	12/4/24	BRITNEY DANIALS	150.67	---	Varied Projects	Monthly Expense Form
18757	12/4/24	LESLIE DRAGER	50.00	284 BPHA/PHN	Berkshire Public Health Alliance - Regional Public Health Nursing Program	Monthly Expense Form
18758	12/4/24	EDWARD FAHEY	261.05	283 BPHA/INSP	Berkshire Public Health Alliance - Regional Public Health Inspections	Monthly Expense Form
18759	12/4/24	DANIEL HASSETT	810.38	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
18760	12/4/24	SETH JENKINS	115.56	---	Varied Projects	Monthly Expense Form
18761	12/4/24	DAVE PILL	292.35	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Monthly Expense Form
18762	12/4/24	BRETT ROBERTS	188.96	---	Varied Projects	Monthly Expense Form
18763	12/4/24	NANCY SLATTERY	175.76	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
18764	12/4/24	COLIN SYKES	206.11	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form

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18765	12/4/24	STEPHANIE QUETTI	662.97	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Subcontractor
18766	12/4/24	SHAMIA SHEPHERD	515.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Subcontractor
18767	12/4/24	LYDIA SHULMAN	75.04	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
18768	12/5/24	NEIWPC	225.00	650 DPH/SS	Department of Public Health - Shared Services	Title 5 Certificate - Hassett, D
18769	12/11/24	HEARTHWAY INC	6,249.99	672 DCHD/HOUSE	DHCD - Housing in Berkshire County	Subcontractor
18770	12/11/24	BERKSHIRE BOUNTY INC	1,401.46	715 USDA/RFSP	USDA - Regional Food System Partnerships Program	Subrecipient
18771	12/11/24	MARIE BRADY	40.20	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Monthly Expense Form
18772	12/11/24	AYISHETU BRAIMAH	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18773	12/11/24	THE BRIEN CENTER	11,366.88	---	Varied Projects	Subrecipient
18774	12/11/24	CITIZEN PLANNER TRAINING COLLABORATIVE	35.00	040 ADMIN	Admin	Training - Grady, M
18775	12/11/24	MARJORIE COHAN	72.81	167 BBPC	Berkshire Bike Path Council	Supply Reimbursement
18776	12/11/24	JILL DAUGHERTY	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18777	12/11/24	HARRINGTON HEEP LLP	907.50	040 ADMIN	Admin	Legal Services
18778	12/11/24	LAURA KITROSS	115.24	---	Varied Projects	Monthly Expense Form
18779	12/11/24	MARPA	5,006.00	---	Varied Projects	FY25 Dues & Advocacy
18780	12/11/24	ANDREW MCKEEVER	47.57	545 EOHLC/DLTA24	District Local Technical Assistance 2024	Monthly Expense Form
18781	12/11/24	MAEGAN MOYNAHAN	937.50	664 CLK/MVPA	Clarksburg - Municipal Vulnerability Preparedness	Subcontractor
18782	12/11/24	SERGIO ORELLANA RAMOS	128.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18783	12/11/24	ANDREW OTTOSON	121.77	---	Varied Projects	Monthly Expense Form

**BERKSHIRE REGIONAL PLANNING COMMISSION**

Check Register

For the Period From Nov 28, 2024 to Dec 20, 2024

Filter Criteria includes: Report order is by Date.

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
18784	12/11/24	SOURCEPASS COMPUWORKS LLC	201.25	040 ADMIN	Admin	Computer Maintenance Services
18785	12/11/24	ELIZABETH STRICKLER	2,005.31	---	Varied Projects	Subcontractor
18786	12/11/24	TPX COMMUNICATIONS	1,504.10	040 ADMIN	Admin	Telephone
18787	12/11/24	COREY WALKER	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18788	12/11/24	BRANDEIS UNIVERSITY	18,750.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subrecipient
18789	12/11/24	KAMARA FLASCHER	640.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18790	12/11/24	SOURCEPASS COMPUWORKS LLC	1,311.06	040 ADMIN	Admin	Computer Maintenance Services
18791	12/11/24	WOLF VALENTIN	448.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18792	12/11/24	MATTHEW BRYAN	187.60	---	Varied Projects	Monthly Expense Form
18793	12/18/24	18 DEGREES INC	1,487.18	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Subcontractor
18794	12/18/24	BECKS PRINTING	189.00	758 UBALT/COCLI	University of Baltimore - COCLI - Berkshire Post Overdose Program	Thrive Rack Cards
18795	12/18/24	BSC GROUP INC	1,798.52	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Subcontractor
18796	12/18/24	TOWN OF EGREMONT	4,000.00	682 NEHA-FDA/FSOP	NEHA-FDA Retail Flexible Funding - Capacity Building - Alliance Food Safety Program Online Permitting	FY25 Full Circle Fees Reimbursement
18797	12/18/24	SHARRON FRAZIER-MCCLAIN	336.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
18798	12/18/24	GROUP ARCHITECTURE & URBANISM CO	9,192.50	753 PTS/MVPA	Pittsfield Francis Ave. Parklet and Routing Study	Subcontractor
18799	12/18/24	TOWN OF LANESBOROUGH	2,007.49	682 NEHA-FDA/FSOP	NEHA-FDA Retail Flexible Funding - Capacity Building - Alliance Food Safety Program Online Permitting	FY25 Full Circle Fees Reimbursement
18800	12/18/24	TOWN OF NEW MARLBOROUGH	1,000.00	682 NEHA-FDA/FSOP	NEHA-FDA Retail Flexible Funding - Capacity Building - Alliance Food Safety Program Online Permitting	FY25 Full Circle Fees Reimbursement

**BERKSHIRE REGIONAL PLANNING COMMISSION**

Check Register

For the Period From Nov 28, 2024 to Dec 20, 2024

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<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
18801	12/18/24	TOWN OF PERU	1,300.00	678 NERHA/RVE24	New England Rural Health Association - Rural Vaccine Equity Initiative 2024	Subcontractor
18802	12/18/24	TOWN OF PERU	1,390.00	682 NEHA-FDA/FSOP	NEHA-FDA Retail Flexible Funding - Capacity Building - Alliance Food Safety Program Online Permitting	FY25 Full Circle Fees Reimbursement
18803	12/18/24	SHAMIA SHEPHERD	1,030.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Subcontractor
18804	12/18/24	KAMAAR TALIAFERRO	236.60	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Subcontractor
18805	12/18/24	THE COOPER CENTER, LLC	1,720.82	040 ADMIN	Admin	Utilities
18806	12/18/24	VALLEY GREEN SHREDDING, LLC	42.50	040 ADMIN	Admin	Recycling
18807	12/18/24	TOWN OF WINDSOR	1,390.00	682 NEHA-FDA/FSOP	NEHA-FDA Retail Flexible Funding - Capacity Building - Alliance Food Safety Program Online Permitting	FY25 Full Circle Fees Reimbursement
18808	12/18/24	TOWN OF ADAMS	3,000.00	682 NEHA-FDA/FSOP	NEHA-FDA Retail Flexible Funding - Capacity Building - Alliance Food Safety Program Online Permitting	FY25 Full Circle Fees Reimbursement
18809	12/18/24	MA STATE BOARD OF RETIREMENT	13,121.85	---	---	Retirement
18810	12/18/24	TOWN OF RICHMOND	1,390.00	682 NEHA-FDA/FSOP	NEHA-FDA Retail Flexible Funding - Capacity Building - Alliance Food Safety Program Online Permitting	FY25 Full Circle Fees Reimbursement
18811	12/18/24	THE COOPER CENTER, LLC	1,200.00	040 ADMIN	Admin	Fee for New Tenant Sign
18812	12/18/24	WESTSIDE LEGENDS INC	1,200.00	679 MassSave/WMSLAN	Mass Save Community First Partnership - Williamstown & Lanesborough	Community Engagement
18813	12/18/24	RYAN GRIFFIS	9.85	440 MassDOT/TPL	MA Department of Transportation Planning	Monthly Expense Form
18814	12/19/24	MAZZEO'S RISTORANTE	200.00	040 ADMIN	Admin	5th Thursday Event Deposit
1026	12/4/24	COMMONWEALTH OF MASSACHUSETTS	205.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Lien Payment
1027	12/17/24	AC WOOD CONTRACTING INC	15,994.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Subcontractor



**BERKSHIRE REGIONAL PLANNING COMMISSION**

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<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
1181	12/4/24	ALEX KOMLEV	18,684.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1182	12/4/24	CMV CONSTRUCTION SERVICES INC	26,201.25	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1183	12/4/24	KELLY GRANGER PARSONS & ASSOCIATES INC	3,950.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1184	12/11/24	ATLAS TECHNICAL CONSULTANTS LLC	1,103.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1185	12/11/24	ATLAS TECHNICAL CONSULTANTS LLC	887.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1186	12/11/24	ATLAS TECHNICAL CONSULTANTS LLC	806.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor

**Total** 368,180.13

**November 2024 Credit Card 1189 Payment Support**

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD1 189	11/1/24	STOWEFLAKE MOUNTAIN RESORT	567.00	545 EOHLC/DLTA24	District Local Technical Assistance 2024	Lodging - Hoss, C
CCARD1 189	11/7/24	MARRIOTT	395.60	---	Varied Projects	Lodging - Brady, M
CCARD1 189	11/8/24	SHERATON HOTEL	192.23	545 EOHLC/DLTA24	District Local Technical Assistance 2024	Lodging - Jenkins, S
CCARD1 189	11/8/24	SHERATON HOTEL	192.23	545 EOHLC/DLTA24	District Local Technical Assistance 2024	Lodging - Roberts, B
CCARD1 189	11/11/24	BIG Y SUPERMARKET	100.00	526 BCSO/OPIOID	Berkshire County Sheriff's Office - Opioid Prevention	Event Participant Compensation
CCARD1 189	11/13/24	BJS WHOLESALE CLUB	319.55	010 GEN	General	MIIA Grant Wellness Snacks
CCARD1 189	11/14/24	BIG Y SUPERMARKET	56.62	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	YAB Event Supplies

**BERKSHIRE REGIONAL PLANNING COMMISSION**

Check Register

For the Period From Nov 28, 2024 to Dec 20, 2024

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<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD1 189	11/19/24	BJ'S WHOLESALE CLUB	83.43	010 GEN	General	MIIA Grant Wellness Snacks
CCARD1 189	11/21/24	MARKETPLACE CAFE	222.61	---	Varied Projects	Meals - BPHA Meeting
CCARD1 189	11/25/24	BIG Y SUPERMARKET	15.98	010 GEN	General	Dower Event Supplies

**Total** 2,145.25

**November 2024 Credit Card 9068 Payment Support**

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD	10/29/24	HOT HARRYS	86.00	610 HRIA/G2G	Health Resources in Action - Gray to Green	Meals - G2G Event
CCARD	10/29/24	AMAZON.COM	879.00	545 EOHLCDLTA24	District Local Technical Assistance 2024	Laptop - Grady, M
CCARD	11/1/24	GOTPRINT.COM	43.21	040 ADMIN	Admin	Business Cards - Grady, M
CCARD	11/2/24	UNITED STATES POSTAL SERVICE	9.62	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Naloxone Kit Postage
CCARD	11/2/24	AMAZON.COM	10.94	040 ADMIN	Admin	Office Supplies
CCARD	11/2/24	PANERA BREAD	179.40	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	Meals - MVP Event
CCARD	11/4/24	PADDLE.NET	12.00	010 GEN	General	Calendar Widget for Clinics
CCARD	11/5/24	MICHAELS CRAFT STORE	8.28	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Event Supplies
CCARD	11/5/24	MICHAELS CRAFT STORE	46.88	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Event Supplies
CCARD	11/5/24	STRAIGHT TALK WIRELESS	37.42	040 ADMIN	Admin	Telephone

**BERKSHIRE REGIONAL PLANNING COMMISSION**

Check Register

For the Period From Nov 28, 2024 to Dec 20, 2024

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<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD	11/5/24	UNITED STATES POSTAL SERVICE	6.16	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Naloxone Kit Postage
CCARD	11/7/24	MARRIOTT	395.60	678 NERHA/RVE24	New England Rural Health Association - Rural Vaccine Equity Initiative 2024	Lodging - Zapata, J
CCARD	11/7/24	TARGET	20.18	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Event Supplies
CCARD	11/7/24	TARGET	31.09	652 DPH/SORPEC25	Department of Public Health - Bureau of Substance Addiction - SOR-PEC Community Circle	Event Supplies
CCARD	11/10/24	HOVERCODE LTD	12.00	010 GEN	General	QR Code Generator for Clinics
CCARD	11/12/24	ZOOM VIDEO COMMUNICATIONS, INC.	48.00	040 ADMIN	Admin	Software Subscription
CCARD	11/12/24	AMAZON.COM	18.98	040 ADMIN	Admin	Office Supplies
CCARD	11/12/24	AMAZON.COM	26.98	040 ADMIN	Admin	Office Supplies
CCARD	11/13/24	DOTSTER	20.99	743 BTI/BB25	BTI - Berkshire Benchmarks (Milltown)	Software Subscription
CCARD	11/13/24	RAMUNTOS	279.74	664 CLK/MVPA	Clarksburg - Municipal Vulnerability Preparedness	Meals - MVP Event
CCARD	11/14/24	UNITED STATES POSTAL SERVICE	5.52	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Naloxone Kit Postage
CCARD	11/14/24	BB'S HOTSPOT, LLC	440.00	526 BCSO/OPIOID	Berkshire County Sheriff's Office - Opioid Prevention	Meals - BVIR Meeting
CCARD	11/15/24	VISTAPRINT	160.41	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	Postcards
CCARD	11/20/24	SARAHS CHEESECAKES & CAFE	351.83	010 GEN	General	Meals - Dower Square Thanksgiving
CCARD	11/20/24	MICROSOFT.COM	4.00	040 ADMIN	Admin	Software Subscription
CCARD	11/22/24	AMAZON.COM	26.94	040 ADMIN	Admin	Office Supplies
CCARD	11/24/24	CONSTANT CONTACT INC	88.00	040 ADMIN	Admin	Newsletter Subscription
CCARD	11/24/24	TERMAGEDDON	119.00	040 ADMIN	Admin	Software Subscription
CCARD	11/25/24	PITNEY BOWES GLOBAL FINANCIAL SVCS LLC	130.32	040 ADMIN	Admin	Postage
CCARD	11/25/24	SPLASHTOP	199.00	040 ADMIN	Admin	Software Subscription
CCARD	11/26/24	UNITED STATES POSTAL SERVICE	4.81	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Naloxone Kit Postage

**BERKSHIRE REGIONAL PLANNING COMMISSION**

Check Register

For the Period From Nov 28, 2024 to Dec 20, 2024

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<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD	11/26/24	LIBERTY PIZZA	98.04	650 DPH/SS	Department of Public Health - Shared Services	Meals - Meeting
CCARD	11/27/24	STAPLES	38.04	040 ADMIN	Admin	Office Supplies
CCARD	11/28/24	BITWARDEN INC	1,338.75	040 ADMIN	Admin	Software Subscription

**Total** 5,177.13

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**BERKSHIRE REGIONAL PLANNING COMMISSION**

Aged Receivables

As of Dec 31, 2024

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

<u>Customer ID</u>	<u>Customer</u>	<u>Over 90 days</u>	<u>Amount Due</u>	<u>Notes</u>
283 BPHA/INSP/DAL	TOWN OF DALTON		225.00	
284 BPHA/PHN/BHDC	BERKSHIRE HOUSING DEVELOPMENT CORP	<b>600.00</b>	600.00	Alecia sent follow up email
284 BPHA/PHN/DAL	TOWN OF DALTON	<b>1,555.36</b>	1,555.36	Alecia sent follow up email
284 BPHA/PHN/HAN	TOWN OF HANCOCK	<b>551.25</b>	551.25	Alecia sent follow up email
326/BURN/ADM	ADAMS FOREST WARDEN DEPT		115.00	
326/BURN/BKT	BECKET FIRE DEPARTMENT		115.00	
326/BURN/BLN	TOWN OF BLANDFORD		115.00	
326/BURN/CHS	CHESHIRE FIRE DEPARTMENT		115.00	
326/BURN/EGR	EGREMONT FIRE DEPARTMENT		115.00	
326/BURN/GTB	GREAT BARRINGTON FIRE DEPT		115.00	
326/BURN/HAN	HANCOCK FIRE DEPT		115.00	
326/BURN/LEE	LEE FIRE DEPARTMENT		115.00	
326/BURN/LEN	LENOX FIRE DEPARTMENT		115.00	
326/BURN/MON	MONTEREY FIRE COMPANY		115.00	
326/BURN/NAS	TOWN OF NEW ASHFORD		115.00	
326/BURN/NMB	NEW MARLBOROUGH FIRE		115.00	
326/BURN/OTS	TOWN OF OTIS		115.00	
326/BURN/PER	PERU FIRE DEPT		115.00	
326/BURN/SHF	TOWN OF SHEFFIELD		115.00	
326/BURN/SND	SANDISFIELD FIRE DEPARTMENT		115.00	
326/BURN/TOL	TOLLAND VOLUNTEER FIRE DEPT		115.00	
326/BURN/WMS	WILLIAMSTOWN FIRE DISTRICT		115.00	
326/BURN/WND	WINDSOR VOLUNTEER FIRE DEPT		115.00	
326/BURN/WSH	TOWN OF WASHINGTON		115.00	
427 ADM/BFASSESS	TOWN OF ADAMS	<b>1,121.40</b>	1,121.40	Melissa will follow up
440/TPL	MASSDOT#75425 - TPL		50,942.22	
518-519 FRCOG/BRMC	FRANKLIN REGIONAL COUNCIL OF GOVT		6,495.69	
560 PECKHAM	PECKHAM MATERIALS CORP		2,292.94	
560 SUPERIOR PLUS	SUPERIOR PLUS ENERGY	<b>170.93</b>	170.93	Becky will follow up
592 DEP/319REGC	DEPT OF ENVIRONMENTAL PROTECTION	<b>19,718.15</b>	19,718.15	Melissa will follow up
647 GTB/CLNUP	TOWN OF GREAT BARRINGTON	<b>904.10</b>	904.10	Melissa will follow up

**BERKSHIRE REGIONAL PLANNING COMMISSION**

Aged Receivables

As of Dec 31, 2024

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

<b>Customer ID</b>	<b>Customer</b>	<b>Over 90 days</b>	<b>Amount Due</b>	<b>Notes</b>
652 DPH/SORPEC	DEPT OF PUBLIC HEALTH		11,957.48	
677 EDA/EDD	ECONOMIC DEVELOPMENT		17,500.00	
684 MON/DEP319	TOWN OF MONTEREY	<b>18,595.93</b>	18,595.93	Treasurer following up with Town
685 HVA/BCCCP	HOUSATONIC VALLEY ASSOCIATION	<b>1,063.37</b>	1,063.37	Courteny will follow up
713 MON/MVPA	TOWN OF MONTEREY	<b>10,414.10</b>	10,414.10	Treasurer following up with Town
725.02 MASSTECH/SBC	725.02 MASSTECH/SBC		54,203.00	
725.03 MASSTECH/CLK	725.03 MASSTECH/CLK		29,713.00	
733.01 SS4A	OFFICE OF TRANSPORTATION PLANNING		1,882.08	
742 MON/OSRP	TOWN OF MONTEREY	<b>15,000.00</b>	15,000.00	Treasurer following up with Town
745 SHF/CDBG	TOWN OF SHEFFIELD		117,198.22	
756 EOHL/SS	COMMONWEALTH OF MASS		879.31	
757 NMB/OSRP	TOWN OF NEW MARLBOROUGH	<b>7,812.46</b>	7,812.46	CJ will follow up
758 UBALT/COCLI/BPOP	UNIVERSITY OF BALTIMORE	<b>21,141.93</b>	28,880.13	Andy will follow up
764 TOWN OF MONTEREY	TOWN OF MONTEREY	<b>17,733.52</b>	17,733.52	Treasurer following up with Town
766 SAV/CUL	TOWN OF SAVOY	<b>8,328.63</b>	8,328.63	Courteny will follow up
774 MASSDOT/RT	MASSDOT-RAIL & TRANSIT DIVISION	<b>11,000.00</b>	11,000.00	Clete will follow up
781 PHIWM/CHNA	PARTNERS FOR A HEALTHIER COMMUNITY		7,500.00	
782 MASSCEC/IMP	782 MASSCEC/IMP		85,000.00	
COOK INSURANCE	CHARLES COOK		191.12	
MULLINS, PATRICIA	PATRICIA MULLINS		95.14	

Report Total

**135,711.13**    531,824.53

Current Balance  
**\$0.00**

Available Credit  
Amount Due  
Payment Due Date

**\$500,000.00**  
**\$0.00**  
**Jan 5, 2025**



**It appears you don't have any recent activity.**

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



## MEMORANDUM

TO: Executive Committee, Berkshire Regional Planning Commission

FROM: Thomas Matuszko, Executive Director

DATE: December 28, 2024

SUBJ: Agenda Items – January 2, 2025, Executive Committee Meeting

### VI. Items Requiring Action

#### **A. Vote to Vote to Authorize the Environmental Review Committee to Submit Comments to the Massachusetts Environmental Policy Act (MEPA) Office on Behalf of the Berkshire Regional Planning Commission on the Expanded Environmental Notification Form and Environmental Impact Report for the Berkshire Natural Resources Property Exploration Wells Project in Great Barrington\***

The Prudential Committee for the Great Barrington Fire District (District) is exploring a new groundwater supply to supplement its sole source (The Green River Infiltration Gallery; PWS ID 1113000-01G) that was developed in 1934. Because the District does not have a redundant public water supply source and the existing supply system is 89 years old, there is a need for a redundant public water supply source. The District wants to install up to two (2) exploration wells within property owned by the Berkshire Natural Resources Council to gather critical information about groundwater and assess the feasibility of utilizing the site as a redundant water supply. The project requires one or more State Agency activities and exceeds the review threshold for an Environmental Notification Form (ENF) because of alteration of 5,000 or more sf of bordering or isolated vegetated Wetlands. (301 CMR 11.03(3)(b)(1)(d)).

An Environmental Impact Report (EIR) is also required because the project site is located within one mile of mapped EJ (Environmental Justice) Communities. And while the project itself does not exceed any mandatory EIR thresholds, an EIR is required in accordance with MEPA's Environmental Justice Protocols (effective January 1, 2022).

The District is requesting that the Secretary apply the Rollover process in accordance with the provisions set fourth at 301 CMR 11.06(13). As such, EENF is being submitted concurrently with a Proposed EIR. This EENF and



separate proposed EIR are being submitted for publication in the December 23, 2024 edition of the Environmental Monitor with comments likely due before the February 6, 2025 BRPC Executive Committee meeting. The Environmental Review Committee will not be able to meet to be able to prepare comments for the January 2, 2025 BRPC Executive Committee meeting. Hence, I am requesting the Executive Committee authorize the Environmental Review Committee to submit comments on its behalf

**B. Vote to Authorize the BRPC Executive Director to Submit Comments to the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) on Accessory Dwelling Units Draft Regulations\***

The Massachusetts Executive Office of Housing and Livable Communities (EOHLC) has drafted regulations intended to provide clarity on the administration of the new ADU law and has provided an opportunity to provide comments. Written comments can be provided between December 20, 2024 and January 10, 2025. There will also be a public hearing on January 10, 2025. EOHLC intends to issue final regulations by the effective date of the ADU law, February 2, 2025. We have been collecting comments from various municipalities and have prepared draft comments which are included in the meeting material.

**VII. Committee Reports and Discussion**

**A. Berkshire Metropolitan Planning Organization**

The MPO will meet on December 31, 2024. The agenda includes a discussion of TIP amendments, and approval of project listings proposed for MassDOT's Resilience Improvement Plan for culverts. Draft minutes have not been prepared and are not included in the meeting material.

**B. BRPC Finance Committee**

The Finance Committee will meet on January 23, 2025 to review and approve the FY2024 BRPC Audit.

**VIII. Executive Director's Report and Discussion**

**A. Report on New Contracts/Agreements**

New Grants and Contracts received/initiated from 11/27/2024 to 12/20/2024.

- Public Health Institute of Western Mass - Support of 413 Cares Regional Partnership 2025 - \$11,100
- MAPC - Western Region Homeland Security Advisory Council - Emergency Planning - \$24,500
- Pittsfield - ADA Planning Grant - \$40,000
- North Adams - ADA Planning Grant - \$50,000
- Williamstown - ADA Planning Grant - \$45,000

**Grants and Contracts not received.**

- We are not aware of any grants not received.

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

- The B.T.I. board approved the following:

- Revision of BTI Bylaws  
The change is to align BTI Bylaws to the recently changed BRPC bylaws and the election of BRPC's officers from biannually to annually.
- Yearly Election of Officers. (The FY2025 officers do not receive compensation.)  
President: Malcolm Fick  
Vice President: John Duval  
Treasurer: Buck Donovan  
Clerk: Marianne Sniezek  
Directors: Sheila Irvin, Thomas Matuszko, Malcolm Fick, John Duval, Buck Donovan
- Director and Officers' Yearly Conflict of Interest Statements
- Check registers:  
July 1, 2023, to June 30, 2024  
July 1, 2024, to November 30, 2024

### **C. Staff Update**

- Open Positions:
  - Community Social Worker
  - Public Health Training Specialist
  - Public Health Planner/Sr Planner (Emergency Preparedness)
- Internships
  - Outdoor Recreation Internships
  - Other programs are assessing their needs for the summer interns
- Retired
  - Lauren Gaherty – Lauren started at BRPC as an intern in 1997. In 1998 she was hired as full-time planner. Lauren retired from full-time work in 2019 and worked as a part-time project specialist assisting the Community Planning and Environmental Programs after that.

### **D. Rural Policy Advisory Commission (RPAC) Update**

The Rural Policy Advisory Commission met on December 13, 2024. The main agenda items were an update from the Director of Rural Affairs and discussion about legislation and legislative priorities for the upcoming legislative session.

### **E. Seasonal Communities Advisory Council Update**

The Seasonal Communities Advisory Council met on December 12, 2024. This was primarily an introductory / organizational meeting. Council members were sworn in and Bylaws adopted. An initial guidance document was also released and discussed by Executive Office of Housing and Livable Communities staff. The Bylaws and Guidance documents are included with the meeting material.

### **F. Passenger Rail**

- West-East Rail – MassDOT released the results of an initial feasibility study regarding the location of a future train station in Palmer. Six sites met the criteria, however the existing

historic station did not. The next step is more analysis of the sites with conceptual designs scheduled for mid- 2025.

- Berkshire Flyer – No known activity over the past month.
- Northern Tier Passenger Rail – No know activity over the past month.

## **G. BRTA Announces New Pilot Pittsfield Paratransit Evening Service**

The Berkshire Regional Transit Authority (BRTA) received funding from Massachusetts Department of Transportation for pilot evening Paratransit service through June 30, 2025. This pilot evening service, launched, December 18, 2024 is for BRTA Paratransit customers travelling to or from: Adams, North Adams, Williamstown, Cheshire, Lanesborough, New Ashford, Pittsfield, Dalton, Hinsdale, Lenox, Lee, Stockbridge, and Great Barrington, Monday – Saturday, 7 PM-10 PM. This project aims to enhance and expand the ability for eligible BRTA Paratransit customers, which require an accessible vehicle for travel in the evenings to destinations within these communities. To book transportation, riders must call (413) 499-2782 extension 3. Additional information is available at [info@berkshirerta.com](mailto:info@berkshirerta.com).

## **H. Department of Conservation and Recreation Proposed Land Acquisition – Adams**

The Commonwealth of Massachusetts, acting through its Department of Conservation and Recreation (DCR) has under consideration the acquisition of land comprising approximately 110 acres off of East Mountain Road in the Town of Adams. The property is currently undeveloped forested land used for outdoor recreation and as a woodlot. The proposed use for the property will be for natural resource protection and outdoor public recreation and will be managed as part of the Savoy Mountain State Forest. A locus map marked "Exhibit A" which shows the property in which DCR is interested is included in the meeting material.

## **I. EOTSS and Cyber Security Opportunities**

The Office of Municipal and School Technology within the Massachusetts Office of Technology Services and Security (EOTSS) **supports local government efforts to effectively serve their residents, students, and employees with the use of technology.** Ralph Deleo, [ralph.deleo@mass.gov](mailto:ralph.deleo@mass.gov) , (617) 626-4626 in that office is working to make sure municipalities are current with cyber security measures. Berkshire County municipalities have a very low participation rate for participation in the EOTSS training sessions. There are several programs municipalities can participate in with the Municipal Cybersecurity Awareness Grant Program being one of the, [Municipal Cybersecurity Awareness Grant Program | Mass.gov](#). Interested municipal officials should contact Mr. Deleo.

## **J. Permit Extension Act**

Included in the Massachusetts Economic Development Bill was a provision to support development by allowing projects that have already been vetted and

approved with more time to begin construction and reduce the risk of those projects being affected by new zoning language passed after the project's initial approval. The bill provides a blanket two-year permit extension for state and local permits for projects approved during a tolling period covering 2023 and 2024. The bill also would protect projects approved under municipal special permits from retroactive zoning changes for three years, the current protection is one year. A summary of the provisions prepared by the Mirick O'Connell law firm is included in the meeting material.

#### **K. Addiction and Substance Use Disorder Bill**

Very late in the legislative session, the Governor signed the addiction and substance use disorder bill which de-stigmatizes substance use disorder and emphasizes recovery and care. These provisions should assist our work through the Berkshire Overdose and Addiction Prevention Collaborative. A summary of the bill prepared by the State House News is included with the meeting material.

### **IX. Old Business**

#### **A. The U.S. Department of Energy's (DOE) National Interest Electric Transmission Corridor (NIETC) Phase 3 Determination**

The DOE has announced the electric transmission corridors that will undergo the next phase (Phase 3) of the NIETC designation. The transmission corridor through Berkshire and Franklin Counties, the so-called New York-New England corridor was not selected. DOE's press release is included in the meeting material.

### **X. New Business**

#### **A. Discussion of Topics for the January 16 Commission Meeting**

- Continued discussion of budgetary and legislative priorities
- Set FY 26 Assessment

### **XI. Adjournment\***

Additional Meeting Material:

- 2024.12.05.04 Executive Committee Meeting Minutes – Unapproved DRAFT
- November 28, 2024 – December 20, 2024 Expenditures Report
- December 2024 Aged Receivables Report
- 2025.01.05 Line of Credit Report
- 2024.12.28 Executive Director Memorandum
- ADU Comments to EOHLC – Unapproved DRAFT
- Seasonal Communities Advisory Council Bylaws 12.12.2024
- Seasonal Communities Guidelines 12.12.2024
- Map - DCR Proposed Acquisition-Adams
- Permit Extension Summary
- DOE-NEITC Phase 3 Determination 12.16.24
- Addiction and Substance Use Disorder Bill Summary – State House News.
- November 2024 – Technical Assistance Memorandum



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January 2, 2025

Secretary Ed Augustus  
Commonwealth of Massachusetts  
Executive Office of Housing and Livable Communities  
100 Cambridge Street  
Suite 300  
Boston, MA 02114

**Re: Accessory Dwelling Units – Draft Regulations**

Dear Secretary Augustus,

The Berkshire Regional Planning Commission (BRPC) commends the administration and legislature for removing regulatory barriers to allow the creation of accessory dwelling units (ADUs). Steps such as this have the potential to boost the supply and diversity of residential dwelling units, which is desperately needed in Berkshire County.

BRPC also appreciates efforts made by the Executive Office of Housing and Livable Communities (EOHLC) to address uncertainties within Section 8 of the Affordable Homes Act through the draft regulations released earlier this month. Staff has reviewed the draft regulations and discussed with communities in the region. The following are comments that BRPC believes will strengthen the regulations and remove uncertainty within our communities.

**Definition of a single-family zoning district** – This definition includes dwellings allowed “by special permit, variance, waiver, or other zoning relief or discretionary zoning approval”. Overall, allowing an ADU by-right when a community has required a discretionary approval for a single-family dwelling appears to disregard whatever adverse impacts the community is trying to protect against, especially considering single-family homes are typically the most underregulated use for most communities. If a community requires a discretionary approval for a single-family residence, deference should be provided to the community in regulating residential uses, even for ADUs.

**Non-conformities** – Allowing by-right ADUs may be inconsistent with community goals regarding non-conformities. Communities that contain non-conforming single-family homes from a use perspective may be the result of a desire to eliminate new single family homes and discourage the continued use of single-family homes (e.g., industrial-focused districts). Where communities require a special permit for the construction of an accessory structure or addition on a non-conforming parcel, it should not preclude that exact requirement in doing so related to an ADU requiring new construction.

**Principal Dwelling** – The draft regulations are silent to applicability. The EOHLC webinars clearly state a principal dwelling can come in the form of a range of units, from single-family to multi-family. Given the focus on single-family residences in the regulations, EOHLC should clearly state the applicability beyond single-family residences.

**Parking** – The requirement of 1 parking space per ADU is reasonable. Removing this requirement in relationship to proximity to transit in Berkshire County is unreasonable. The Berkshire Regional Transit Authority services Berkshire County. From a geographic perspective, most routes traverse rural areas connecting the larger population centers. With the limitations to service on existing routes, especially on evenings and weekends, eliminating the requirement of on-site parking as a reasonable requirement does not reflect the reliance on automobiles, especially in rural communities. Additionally, many rural

communities do not allow for overnight on-street parking. Ensuring one parking space for an ADU is not an onerous requirement in Berkshire County outside of densely settled rural and urban centers.

**Access to water/wastewater** – Most of Berkshire County does not have access to public or private water and wastewater districts. Residences in most communities contain on-site wells and septic systems. This reality may not allow for the creation of ADUs without significant improvements or replacement. Clearly stating that the new law does not supersede local Board of Health purview may help protect rural communities from unreasonable expectations.

BRPC appreciates the opportunity to provide this response to the draft regulations.

These comments were approved by the BRPC Executive Committee at its meeting on January 2, 2025.

Sincerely,

Thomas Matuszko  
Executive Director

## **Massachusetts Seasonal Communities Advisory Council By-Laws**

The following are the by-laws for the organization and operation of the Seasonal Communities Advisory Council pursuant to G.L. c. 23B, § 32.

### **ARTICLE 1. ESTABLISHMENT AND NAME**

The Seasonal Communities Advisory Council is established under G.L. 23B, § 32 and may be referred to as the “Council.”

### **ARTICLE 2. PURPOSE**

These by-laws shall govern the organization and operation of the Council in carrying out its duties pursuant to G.L. c. 23B, § 32 (the “Statute”), together with any applicable regulations and guidelines adopted by the Executive Office of Housing and Livable Communities (“EOHLC”). The Council shall advise and make recommendations to EOHLC on issues pertaining to seasonal communities.

### **ARTICLE 3. POWERS AND DUTIES.**

#### **3.1 Statutory Powers and Duties**

The duties and responsibilities of the Council are those as stated in G.L. c. 23B, § 32.

#### **3.2 Reporting**

Pursuant to G.L. c 23B, § 32(c), the Council shall submit annually, not later than December 31<sup>st</sup>, a report of recommendations to EOHLC, the Clerks of the House of Representatives and the Senate and the Joint Committee on Housing.

### **ARTICLE 4. ADDITIONAL GENERAL POWERS.**

Except as otherwise prohibited by law, the Council shall have the following additional general authority:

#### **4.1 Adopt and Amend Bylaws.**

The Council shall have the power to amend, repeal or adopt these By-Laws by a two-thirds (2/3) vote of the members at a Council meeting at which a quorum of members is present. Amendments must be provided to the Council at least five (5) business days in advance of the meeting at which the proposed amendment will be voted on.

#### **4.2 Committees.**

The Council may establish committees, subcommittees and working groups to investigate issues of interest to seasonal communities.

## **ARTICLE 5. APPOINTMENT AND COMPOSITION OF THE COUNCIL.**

### **5.1 Council Composition.**

(A) Pursuant to G.L. c. 23B, § 32(c), the Council shall consist of the following members (each a “Member”):

- (i) The Secretary of EOHLIC, or their designee, who shall serve as chair.
- (ii) Three (3) Members to be appointed as follows:
  - a. 1 member of the senate appointed by the senate president, who represents a district in which at least 1 municipality is designated as a seasonal community;
  - b. 1 member of the house of representatives appointed by the speaker of the house of representatives, who represents a district in which at least 1 municipality is designated as a seasonal community; and
  - c. 1 person appointed by the Massachusetts Municipal Association, Inc.;
- (iii) Members appointed by the Secretary of EOHLIC:
  - a. 1 person who shall be a representative of the developer community and is a resident of a municipality designated as a seasonal community;
  - b. 1 person who shall be a licensed real estate agent with the board of registration of real estate brokers and salespersons and is a resident of a municipality designated as a seasonal community;
  - c. 1 person to represent each regional planning agency whose jurisdiction encompasses at least 1 municipality designated as a seasonal community;
  - d. 1 licensed attorney who practices in the area of land use and who is a resident of a municipality designated as a seasonal community; and
  - e. 1 person who shall be a representative of the lending and banking community and who is a resident of a municipality designated as a seasonal community.
- (iv) The Secretary of EOHLIC may appoint additional Members with knowledge and with expertise in land use law, fair housing law, municipal law and operations or the housing needs of seasonal communities.

### **5.2 Term.**

Members shall serve for terms of two (2) years and may be reappointed.

### **5.3 Chair.**

Pursuant to G.L. c. 23B, § 32(c), the Secretary of EOHLIC, or their designee, shall serve as Chair of the Council.

### **5.4 Vacancies.**



A vacancy by expiration shall be filled in the manner of the original appointment under Section 5.1. A vacancy that is created by resignation or a reason other than by expiration shall be filled in the same manner but only for the unexpired portion of the term. The Council may suggest the names of persons to fill any vacancies. The Chair shall have the power to remove any appointee for just cause.

### **5.5 Designees.**

In cases of emergency or significant personal hardship that prevent a Member from attending a meeting, a Member may appoint a designee to serve as their proxy. The proxy shall not have voting privileges, unless the proxy is also a Member. The Member shall submit the name of the proxy to the Chair and whether such proxy has voting privileges prior to the meeting at which the designee is to function.

## **ARTICLE 6 MEETINGS**

### **6.1 Responsibility of the Chair.**

The Chair, or their designee, shall arrange all meetings of the Council; notify members thereof; prepare an agenda; keep accurate records of attendance and proceedings of the Council, and transmit the recommendations and reports of the Council, as applicable, to EOHLC, the General Court, or others as appropriate.

### **6.2 Schedule.**

Regular meetings shall be held in accordance with a schedule established by the Council, or as otherwise deemed necessary by the Council, subject to the Open Meetings Law, G.L. c. 30A, §§ 18-25. Special meetings may be called by the Chair.

### **6.3 Agenda.**

The Chair shall post the agenda on the EOHLC website in accordance with Open Meeting requirements.

### **6.4 Quorum.**

A simple majority of Members shall constitute a quorum.

### **6.5 Attendance.**

Members who miss more than three consecutive meetings may be asked to become more active on the Council. In the event of further absences, the Council may decide by simple majority vote to recommend to the appointing authority that the appointment be reconsidered.

### **6.6 Open Meetings Requirements**

Council meetings shall adhere to the applicable requirement of the Open Meetings Law, G.L. c. 30A, §§ 18-25.

### **6.7 Remote Participation**

The Council may, by a simple majority of Members, approve, amend, or revoke remote

participation, in accordance with the requirements of 940 CMR 29.10, with that vote applying to all subsequent Council meetings.

### **6.8 Rules of Order**

All meetings shall be governed by Robert's rules of order.

## **ARTICLE 7 VOTING AND MEETING RECORDS**

### **7.1 Voting**

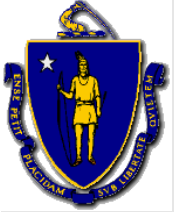
Except as provided under 4.1, the Council will operate by majority vote. Any Member may request a vote be taken on any issue related to Council business.

### **7.2 Meeting Minutes.**

The Chair or their designee shall compile minutes of each Council meeting, which shall be reviewed and approved by the Council and posted online in a timely manner.

## **ARTICLE 8 SEVERABILITY**

If any provision of these by-laws is held invalid, such invalidity shall not affect other provisions of the by-laws which can be given effect without the invalid provision. These by-laws must conform with all applicable laws in place as of the date on which they are adopted by the Council.



# Commonwealth of Massachusetts

## EXECUTIVE OFFICE OF HOUSING & LIVABLE COMMUNITIES

Maura T. Healey, Governor ◆ Kimberley Driscoll, Lieutenant Governor ◆ Edward M. Augustus Jr., Secretary

ISSUED: December 12, 2024

### **Executive Office of Housing and Livable Communities** **Seasonal Communities Guidance**

The Executive Office of Housing and Livable Communities is issuing this guidance pursuant to *St. 2024, c. 150, §§ 5, 136* (the Affordable Homes Act) and M.G.L. c. 23B, §32 (Seasonal Communities Statute). EOHLC is issuing this guidance to provide more information about the Seasonable Communities Statute. EOHLC will continue to update this guidance during the development of the Seasonal Communities Program.

#### **What is a Seasonal Community?**

The Seasonal Communities designation was created as part of the Affordable Homes Act, signed into law by Governor Maura Healey on Aug. 6, 2024. The Seasonal Communities designation is designed to recognize Massachusetts communities that experience substantial seasonal variation in housing demand, visitors, and employment and to create distinctive tools to address their unique housing needs. The law also established a Seasonal Communities Advisory Council.

The Affordable Homes Act lists several communities that will receive the Seasonal Communities designation automatically. These communities include:

- All municipalities in the counties of Dukes and Nantucket;
- All municipalities with over 35% seasonal housing units in Barnstable county; and
- All municipalities with more than 40% seasonal housing units in Berkshire county.

The law also lists criteria for EOHLC to consider in order to designate additional communities as Seasonal Communities. These criteria include:

- High rates of short-term rentals in relation to the overall housing inventory;
- Significant population increases in seasonal visitors;
- Excessive disparities between the area median income and the income required to purchase the municipality's median home price;
- Percentage of housing stock that is used for seasonal, occasional or recreational use or is otherwise not used as a primary residence by the property's owner; and
- High variations in the average monthly variation of employment in the sector over the full year, in relation to the municipality's minimum employment threshold.

#### **What can and must a Seasonal Community do?**

The lists below are intended to provide a broad overview of the Seasonal Communities Statute.

Some of the tools under the Seasonal Communities Statute include the ability for Seasonal Communities to:

- Acquire “year-round housing” occupancy restrictions. The Seasonal Communities Statute defines “year-round housing” as housing for occupancy by persons or families who occupy either rental or other housing as their principal residence for not less than 10 months a year;
- Acquire and develop housing with a preference for housing seasonal community public employees that are necessary to the health and safety of maintaining a year-round community, including teachers, public works employees, public safety employees, first responders, town administrators and other employees essential for municipal operations who are members of a specified group under a federal or state program or policy that supports housing for such a specified group;
- Establish a Year-Round Housing Trust Fund, individually or with other seasonal communities, to create and preserve affordable and attainable housing for year-round residents pursuant to regulations to be promulgated by EOHLC;
- Create or preserve year-round housing for individuals who produce or support artistic and literary activities;
- Allow seasonal communities to develop a comprehensive housing needs assessment;
- Increase the property tax exemption for homes that are the owners’ primary residence

Seasonal Communities are required to:

- Adopt by-laws or zoning ordinances to permit undersized lots to be used for the creation of attainable year-round housing on lots that: (i) Are located in a zoning district that allows for single-family residential use, (ii) Comply with municipal floor area ratio by-laws and ordinances and (iii) Comply with all laws governing wastewater and sewer systems. Any residential housing built upon an undersized lot shall not be used as a seasonal home or short-term rental of less than 6 months and shall be used as year-round housing.
- Adopt by-laws or zoning ordinances to permit the construction of tiny houses to be used as year-round housing. A “tiny house” is defined as “a detached structure containing a dwelling unit containing 400 square feet or less in floor area, excluding lofts.” Tiny houses must meet state and local building code requirements and all movable tiny houses must be registered with the Registry of Motor Vehicles.

Under the Affordable Homes Act, a Seasonal Community may apply to EOHLC for a waiver from any requirements and EOHLC may grant consider whether Seasonal Community requirements can be carried out by existing town staff or a regional staff person performing equivalent duties.

### **What is the Seasonal Communities Advisory Council?**

The Affordable Homes Act requires EOHLC to convene the Seasonal Communities Advisory Council.

The Advisory Council has the following duties:

- Pursuant to G.L. c. 23B, §32(a), EOHLC shall consult the Council when determining income thresholds for the purpose of defining “attainable housing”, which is defined under the Seasonal Communities Statute as housing that is affordable to year-round residents of seasonal communities.
- Pursuant to G.L. c. 23B, § 32(b), EOHLC shall consult the Council when reviewing municipalities under consideration for a seasonal communities designation by the Secretary of EOHLC.
- Pursuant to G.L. c. 23B, §32(c), the Council shall:

- Offer expertise on issues pertaining to municipal government, the hospitality industry, the tourism industry, housing law and housing development and finance in seasonal communities; and
  - Provide advice and recommendations to EOHLC regarding policies or programs necessary to serve the distinct needs of seasonal communities, including but not limited to, accessing specialized or general application grant programs and best practices on incentivizing the production of attainable year-round housing in seasonal communities.
  - Submit an annual report of its recommendations to EOHLC and the clerks of the house of representatives and the senate and the joint committee on housing not later than December 31<sup>st</sup>.
- Pursuant to G.L. c. 23B, §32(d), the Council shall be consulted in the promulgation of regulations by EOHLC pertaining to the membership, powers and duties of Year-Round Housing Trust Funds which may be established by seasonal communities for the creation and preservation of affordable and attainable housing in seasonal communities for the benefit of year-round residents.

**Who is on the Seasonal Communities Advisory Council?**

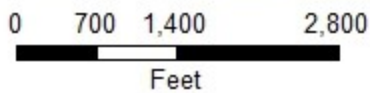
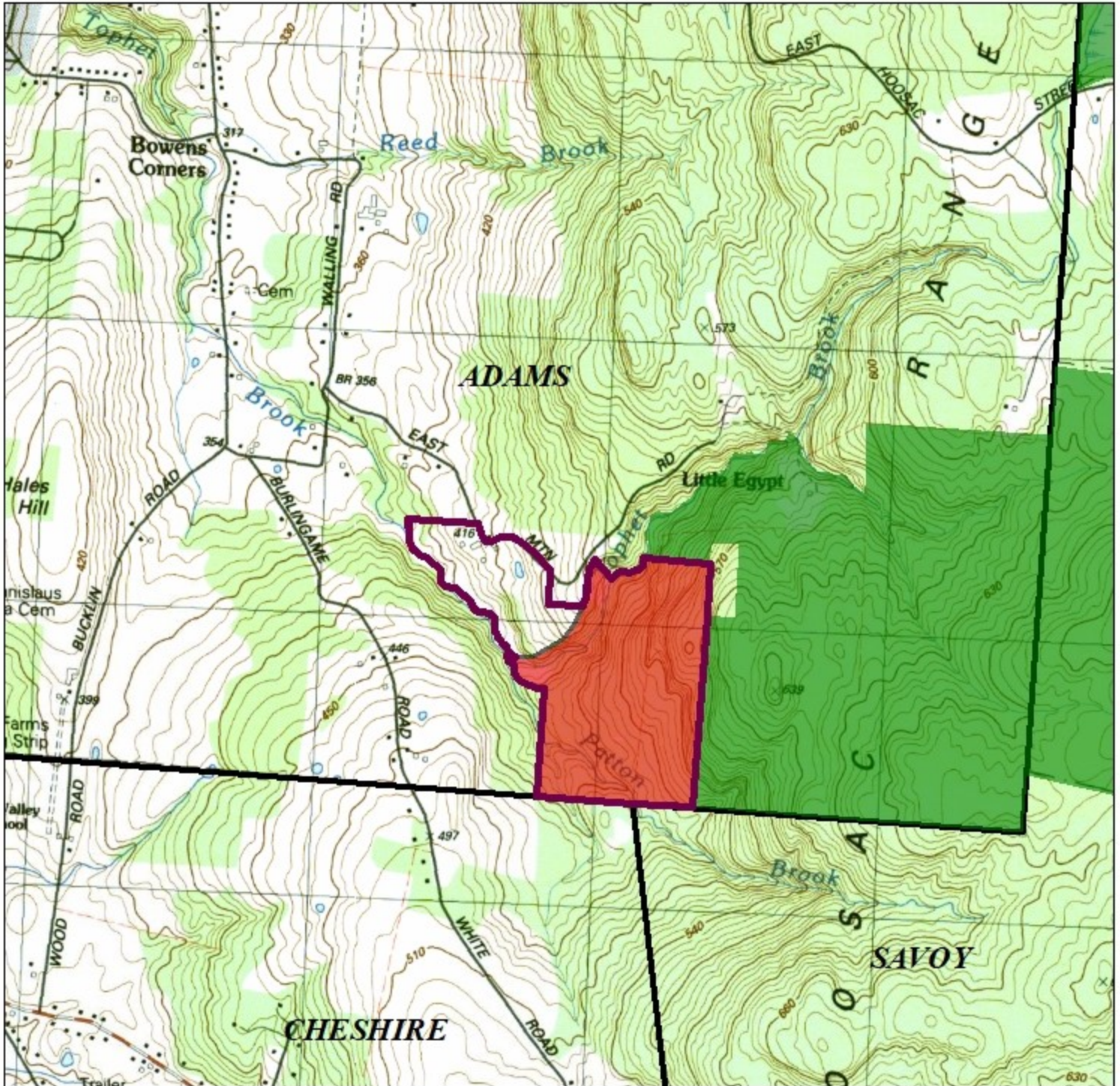
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  - c. 1 person appointed by the Massachusetts Municipal Association, Inc.;
- (iii) Members appointed by the Secretary of EOHLC:
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  - b. 1 person who shall be a licensed real estate agent with the board of registration of real estate brokers and salespersons and is a resident of a municipality designated as a seasonal community;
  - c. 1 person to represent each regional planning agency whose jurisdiction encompasses at least 1 municipality designated as a seasonal community;
  - d. 1 licensed attorney who practices in the area of land use and who is a resident of a municipality designated as a seasonal community; and
  - e. 1 person who shall be a representative of the lending and banking community and who is a resident of a municipality designated as a seasonal community.
- (iv) The Secretary of EOHLC may appoint additional Members with knowledge and with

expertise in land use law, fair housing law, municipal law and operations or the housing needs of seasonal communities.



# Exhibit A



## Legend

-  Subject Property
-  Entire\_Parcel
-  DCR-State Parks & Recreation
-  Town Boundary



Boundary Lines Approximate

## Thomas Matuszko

**From:** Mirick O'Connell <eganley@mirickoconnell.com>  
**Sent:** Tuesday, December 10, 2024 10:31 AM  
**To:** Thomas Matuszko  
**Subject:** Client Alert - New Permit Extension Act Adds Two Years for most State/Local Land Use Permits

**Caution:** This is an external email and may be malicious. Please take care when clicking links or opening attachments.

[View as Webpage](#)



## Municipal & Real Estate Group Update

### SPOTLIGHT ATTORNEYS



[Brian Falk](#)



[Andrew Lechner](#)

### PUBLIC & MUNICIPAL LAW GROUP

[Stephen F. Madaus](#)  
[Nicholas Anastasopoulos](#)  
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[Robert B. Gibbons](#)  
[Todd K. Helwig](#)  
[Corey F. Higgins](#)  
[Spencer B. Holland](#)  
[Andrew T. Lechner](#)  
[David K. McCay](#)  
[John O. Mirick](#)  
[Kimberly A. Rozak](#)  
[Sharon P. Siegel](#)

## New Permit Extension Act Adds Two Years to Most State and Local Land Use Permits

A new Permit Extension Act provides an additional two years to commence work under most state and local land use permits issued in 2023 and 2024, aiding projects stalled by increased construction costs and financing challenges.

Part of the "[Mass Leads Act](#)", [Chapter 238 of the Acts of 2024](#), the Permit Extension Act provides an automatic two-year extension to land use permits "in effect or existence" from January 1, 2023 to January 1, 2025, "in addition to the lawful term of the approval."

- Example 1: A special permit granted on March 15, 2023 and originally valid until March 15, 2025, is now valid under the PEA until March 15, 2027.
- Example 2: An order of conditions granted on December 1, 2024 and originally valid until December 1, 2027, is now valid under the PEA until December 1, 2029.

The Permit Extension Act broadly applies to any "approval," defined as "any permit, certificate, order, license, certification, determination, exemption, variance, waiver, building permit or other approval or determination of rights from any municipal, regional or state governmental entity . . . concerning the use or development of real property."



The Permit Extension Act also defines “approval” as any environmental permit (“including certificates, licenses, certifications, determinations, exemptions, variances, waivers, building permits or other approvals or determinations of rights”) issued under various State laws, including but not limited to:

- Zoning Act (G. L. c. 40A);
- Affordable Housing (G. L. c. 40B §§ 20–23);
- Subdivision Control Law (G. L. c. 41 §§ 81K–81GG);
- Wetlands Protection Act (G. L. c. 131 § 40);
- MA Endangered Species Act (G. L. c. 131A);
- MA Environmental Policy Act (G. L. c. 30 §§ 61–62L); and
- MA Administrative Procedure Act (G. L. c. 30A).

The Permit Extension Act includes numerous exceptions under which the automatic extension does not apply, including:

- Enforcement orders, consent decrees, or settlement agreements;
- Approvals by the United States government;
- Approvals by which the duration or term of expiration is specified under a law of the United States government;
- Approvals by the Division of Fisheries and Wildlife under G. L. c. 131;
- Administrative actions by the Department of Energy Resources regarding renewable energy incentives under 225 CMR 20.00 & 21.00; and
- Approvals or agreements involving MassDOT or MBTA.

Other important points to consider regarding the Permit Extension Act include:

1. The Permit Extension Act freezes any applicable local ordinance or bylaw in effect at the time the approval was granted, for the duration of the extension period.
2. The Permit Extension Act does not affect the ability of local, regional, or state government to revoke or modify a specific approval, or extension thereof, so long as either the approval or the law under which it was issued contains language authorizing modification or revocation.
3. If an approval tolled under the Permit Extension Act is based on the connection to a sanitary sewer system, the automatic extension is contingent on the future availability of sufficient capacity to accommodate the development. Should sufficient capacity not be available, then permit holders with extensions under the Permit Extension Act have priority for future allocation in the order of the original approvals.

To find the complete text of the Permit Extension Act, located at Section 280 of Chapter 238 of the Acts of 2024, please refer to the link below:

<https://malegislature.gov/Laws/SessionLaws/Acts/2024/Chapter238>

*If you have questions about the new Permit Extension Act, please reach out to an attorney in our Municipal or Real Estate group.*

**MIRICK WORCESTER | WESTBOROUGH | BOSTON**



Mirick O'Connell | 100 Front Street | Worcester, MA 01608 US

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# **Biden-Harris Administration Announces Three High- Priority Areas Advancing in National Interest Electric Transmission Corridor Designation Process**

DOE Seeks Public Input on Proposed Public Engagement Framework and Possible Scope of Analysis for Areas Moving to Phase 3 of Designation Process

December, 16 2024

 5 min

**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 list of three potential [National Interest Electric Transmission Corridors \(NIETCs\)](#) moving to the next phase of the designation process. A NIETC is an area of the country where DOE has determined the lack of adequate transmission harms consumers and the development of transmission would advance important national interests in that area, such as increased reliability and reduced consumer costs. DOE recently established a four-phase process for NIETC designation; the potential NIETCs moving to Phase 3 of the designation process are:

- Lake Erie-Canada Corridor, including parts of Lake Erie and Pennsylvania
- Southwestern Grid Connector Corridor, including parts of Colorado, New Mexico, and a small portion of western Oklahoma
- Tribal Energy Access Corridor, including central parts of North Dakota, South Dakota, Nebraska, and five Tribal Reservations

These potential NIETCs have been significantly refined since the release of the 10 potential NIETCs in May 2024, and each were renamed to better describe their location and purpose. DOE made these refinements in response to comments received from the public and its continued analysis of the value of NIETC designation to spur needed transmission investment.

A lack of transmission infrastructure can directly contribute to higher electricity prices, more frequent power outages from extreme weather, and longer outages as the grid struggles to come back online. In 2021,

the Bipartisan Infrastructure Law amended the Federal Power Act to authorize the Secretary of Energy to designate any geographic area as a NIETC if DOE determines that consumers are currently harmed by a lack of transmission in the area or are expected to suffer harm from a lack of transmission in the future. DOE may also consider whether development of new transmission would advance important national interests for that region, such as increased reliability and reduced consumer costs, when designating NIETCs.

In December 2023, DOE's Grid Deployment Office announced a [new four-phase process for designating NIETCs](#). The process aims to maximize opportunities for public input throughout each of the phases to help DOE identify narrow geographic areas where transmission is urgently needed and where NIETC designation could help accelerate solutions.

DOE initiated the first phase of the new process by opening a public comment window for suggestions on where DOE should consider designating NIETCs. In May 2024, DOE initiated Phase 2 of the process by releasing a [preliminary list of 10 potential NIETCs](#), including maps with rough approximation of boundaries and a high-level explanation of the transmission needs within the potential NIETCs. DOE also opened a public comment window.

The announcement today initiates Phase 3 of the designation process, the public and governmental engagement phase, during which DOE will continue to refine geographic boundaries, determine the appropriate level of environmental review for each NIETC, if any, and conduct any required environmental reviews under the National Environmental Policy Act (NEPA) and other applicable federal statutes, conduct robust public and governmental engagement, and prepare draft designation reports.

Additionally, DOE is aware of potential impacts to military testing, training, and operations and will continue working with the DoD Military

Aviation and Assurance Siting Clearinghouse to address these impacts as these potential NIETCs are further refined in Phase 3.

DOE is also publicly releasing [detailed maps of each of the three potential NIETCs moving to Phase 3](#), including underlying geographic information system data. A [60-day comment period is now open to solicit comments](#) on DOE's proposed public engagement framework and possible scope of analysis of the potential NIETCs, including environmental, cultural, or socioeconomic effects should DOE designate any of the potential NIETCs. Additional public engagement will occur after this initial comment period. In addition, DOE is providing the names of known transmission projects under development within the potential NIETCs, as well as anticipated next steps of the NIETC process.

DOE combined and refined the boundaries of four of the 10 potential NIETCs from Phase 2 to form the boundaries of the [three potential corridors](#) proceeding to Phase 3. **The following potential NIETCs announced in Phase 2 are NOT moving forward in the designation process:**

- **New York-New England**
- New York-Mid-Atlantic
- Midwest-Plains
- Mid-Atlantic
- Delta-Plains
- Mountain-Northwest

DOE's decision to not move these potential NIETCs forward does not constitute a finding that there are no transmission needs in these areas; rather, DOE is exercising its discretion to focus on other potential NIETCs at this time and may in the future revisit these or other areas through the opening of a new designation process.

# Public Engagement Opportunities

In January 2025, DOE will host informational webinars on each of the three potential NIETCs:

- Tribal Energy Access Corridor Webinar: Tuesday, January 14, 2025, at 3pm Eastern.
- Southwestern Grid Connector Corridor Webinar: Wednesday, January 15, 2025, at 3pm Eastern.
- Lake Erie-Canada Corridor Webinar: Thursday, January 16, 2025, at 3pm Eastern.

[Registration is required.](#) Registration for each event will remain open until the event starts, and recordings will be made available online.

After the close of the public comment window on February 14, 2025, DOE will review comments and create tailored public engagement plans for each potential NIETC. DOE will determine its obligations under applicable environmental laws in Winter and Spring 2025, and then proceed to conduct any required environmental reviews. DOE will continue to accept meeting requests, public comments, and questions on the potential NIETCs throughout Phase 3. After further evaluation during Phase 3, DOE will release any draft NIETC designation report(s) and any required draft environmental document(s) and intends to request public comments on both.

[Register to receive NIETC designation process updates here.](#)

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



U.S. Department of Energy  
Issues Notice of Intent to Fund  
Research and Development to  
Advance Biofuels and  
Bioproducts

December 16, 2024

The U.S. Department of Energy (DOE) is announcing a Notice of Intent to fund research and development (R&D) to advance the production of advanced biofuels and bioproducts. This funding is part of the Department's commitment to support the development of a sustainable, low-carbon energy and industrial sector.

Key Areas of Focus

- Advanced biofuels production technologies
- Biorefineries and integrated bioprocesses
- Feedstock production and processing
- Advanced bioproducts and chemical synthesis

Eligible Applicants

- Small businesses
- Startups
- Academic institutions
- Non-profit organizations

For more information on the funding opportunities, visit [www.doe.gov/bioenergy](#).

U.S. Department of Energy  
Office of Energy Efficiency and Renewable Energy

Washington, DC

T 202-547-5500



[https://www.statehousenews.com/news/executive/guv-signed-substance-use-measures-monday/article\\_6f198f08-c21d-11ef-947c-db5e64df5a8a.html](https://www.statehousenews.com/news/executive/guv-signed-substance-use-measures-monday/article_6f198f08-c21d-11ef-947c-db5e64df5a8a.html)

# Guv Signed Substance Use Measures Monday

Alison Kuznitz  
Dec 24, 2024







More than 22,000 purple flags are planted on Boston Common, representing lives lost to the opioid epidemic over the last decade in Massachusetts. The display, planted Thursday, comes ahead of International Overdose Awareness Day on Saturday.

Alison Kuznitz/SHNS

DEC. 24, 2024.....Gov. Maura Healey has signed the addiction and substance use disorder bill that expands access to overdose reversal drugs, establishes licensure for recovery coaches, and limits legal liability for drug users and harm reduction workers who use drug-testing equipment.

Healey signed the bill Monday, her office announced Tuesday afternoon. Lawmakers shipped the bill to the governor's desk Thursday, days after House and Senate conferees managed to strike a deal after months of private negotiations.

"This important legislation reflects an approach to substance use disorder that emphasizes recovery, compassion, and evidence-based care," Public Health Commissioner Robbie Goldstein said. "The measures included in this bill will help break down barriers to care and push back against the stigma that hinders far too many from seeking effective treatment and moving toward recovery. Notably, this model of care affirms that the Commonwealth is committed to treating substance use disorder as a public health issue, not as a moral failing."

Massachusetts has recorded more than 2,000 opioid-related overdose fatalities each year since 2016.

The compromise bill left out a controversial measure, embraced by the Senate and the Department of Public Health, that would have authorized municipalities to open supervised injection sites, where trained professionals can intervene if needed as people take pre-acquired, illegal drugs.

The law also requires insurers to cover overdose reversal drugs like naloxone, prohibits life insurance companies from limiting or refusing coverage to people just because they obtained an opioid antagonist for themselves or others, and overhauls child welfare laws for substance-exposed infants.

"This bill puts Massachusetts in the position to reduce overdoses, expand access to treatment and recovery services, and save lives," Lt. Gov. Kim Driscoll said.

-END-

12/24/2024

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**Alison Kuznitz**



# BRPC

Berkshire Regional Planning Commission

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THOMAS MATUSZKO,  
Executive Director

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## MEMORANDUM

**TO:** Delegates and Alternates,  
Berkshire Regional Planning Commission

**FROM:** Thomas Matuszko, Executive Director

**DATE:** December 27, 2024

**RE: November 2024 Assistance Activities**

This report highlights technical assistance provided by BRPC staff for November 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.

<b>Town/City/State</b>	<b>Municipal Technical Assistance</b>	<b>Board/Organization</b>
Dalton	Coordination of TIP roundabout	Engineer
Dalton	Coordination of Dalton Division Road project	Select Board
Lenox & Stockbridge	Loop path study	Select Boards & Town Managers
Savoy	Accessory Dwelling Units and Short Term Rentals	Planning Board

<b>Assistance Recipient</b>	<b>Non-Municipal Technical Assistance</b>	<b>Organization</b>
Berkshire County	Grid capacity	Municipalities & UMass
Berkshire County	Hydrogen infrastructure	BRTA