



BRPC

Berkshire Regional Planning Commission

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MEETING NOTICE

There will be a meeting of the **EXECUTIVE COMMITTEE**
of the

BERKSHIRE REGIONAL PLANNING COMMISSION

Thursday, August 7, 2025 at 4:00 p.m.

posted
7/31/2025
8:15pm LB

This will be a virtual meeting as allowed by An Act relative to extending certain measures adopted during the COVID-19 emergency which extended certain provisions of the Open Meeting Law, G.L. c.30A sec.20, until June 30, 2027.

To participate virtually, join the Zoom Meeting

<https://us02web.zoom.us/j/88096652248?pwd=u1h1QMcljJkbPGR1Hg4bH0GcOUbzSD.1>

Meeting ID: 880 9665 2248

Passcode: 861965

Meeting materials are on BRPC's website: www.berkshireplanning.org.

Click the calendar of events, then the meeting name, and follow the link to the 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 July 1, 2025*
- IV. Financial Reports and Discussion (4:05)
 - A. Vote to Approve the June 26, 2025 – July 25, 2025 Expenditures Report*
 - B. Report on Accounts Receivable – July 2025
 - C. Report on the Line of Credit – July 2025
 - D. Report on Federally Funded Contracts
- 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 Approve the Submission of a Grant Application to the Fallon Health 2025 Community Impact Grant to supplement the SPARK Youth Substance Use Prevention and Mental Health Promotion Coalition's implementation of the Active Minds program in the Pittsfield Public Schools*
 - B. Vote to Approve the Submission of a Grant Application (after the fact) from the Toxics Use Reduction Institute (out of UMass Lowell) to Microplastics Reduction in Berkshire County*
 - C. Vote to Approve the Submission of a Grant Application to the US Department of Agriculture (USDA) for the Rural Community Development Initiative (RCDI)*
 - D. Vote to Approve the Submission (after the fact) of a Grant Application to MIIA Wellness Program*
 - E. Vote to adopt personnel benefits as formal policies*

- Jury Duty Policy
- Military Leave Policy
- Veterans Policy

- VII. Committee Updates, Reports, and Discussion (4:25)
- A. Commission Development Committee
 - B. Environmental Review Committee
 - C. Finance Committee
 - D. Regional Issues Committee
 - E. Berkshire Brownfields Committee
 - F. Berkshire Metropolitan Planning Organization
 - G. Comprehensive Economic Development Strategy (CEDS) Committee
 - H. Transportation Advisory Committee (TAC)
- 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. Seasonal Communities Advisory Council Update
 - E. Passenger Rail
 - F. LEAP Program
 - G. AGO Dover Amendment Guidance and EEC Notice of Change to the Dover Amendment, M.G.L. c.40A, Section 3
 - H. Massachusetts Building Decarbonization Clearinghouse Final Report and upcoming Mass Save Reforms Webinar
 - I. MARPA & DLS Conference
- IX. Old Business and Discussion (4:45)
- A. Discussion about the BRPC Annual Meeting on October 16th
 - B. Discussion about the Kusik Award
- X. New Business and Discussion (4:50)
- A. Discussion about Topics for the September 18th Commission Meeting
- XI. Adjournment* (5:00)

* Items Requiring Action



**DRAFT Berkshire Regional Planning Commission
Executive Committee Minutes
Tuesday, July 1, 2025**

This was a virtual meeting as allowed by An Act relative to extending certain COVID-19 measures adopted during the state of emergency extending certain provisions of the Open Meeting Law, G.L. c.30A sec.20 until June 30, 2027.

I. Call to Order & Open Meeting Law Statement

Chair Malcolm Fick called the meeting to order at 4:00. He stated that BRPC was recording the meeting and said if anyone else wanted to record it, they needed to inform him. iBerkshires stated they were recording the meeting.

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, Finance Committee Chair, Lee Delegate

Douglas McNally, Commission Development Committee Chair, Windsor Delegate

Mark Smith, Environmental Review Committee Chair, Lenox Delegate

Christine Rasmussen, Regional Issues Committee Chair, Stockbridge Alternate

Kyle Hanlon, CEDS Committee Chair, North Adams Delegate - late

Sam Haupt, Peru Delegate

Members not Present:

None

Others Present:

Mary McGurn, Delegate Egremont, James Gt. Barrington Citizen

Staff Present:

Tom Matuszko, Executive Director; Laura Brennan, Assistant Director;

Marianne Sniezek, Office Manager

III. Vote to Approve June 5, 2025 Minutes

Doug McNally motioned to approve the June 5, 2025 meeting minutes. Sheila Irvin seconded the motion. Christine Rasmussen asked to amend the minutes to add before the adjournment the Executive Committee thanked Roger Bolton for his long-standing service and insightful comments, Doug McNally seconded the amendment. The motion passed with affirmative votes from Malcolm Fick,

John Duval, Sheila Irvin, Doug McNally, Christine Rasmussen, Kyle Hanlon and Sam Haupt. Buck Donovan and Mark Smith abstained.

IV. Financial Reports

A. Vote to Approve the May 30 – June 20, 2025 Expenditures Report

Sam Haupt motioned to approve the May 30 – June 20, 2025 expenditures report. Kyle Hanlon seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Doug McNally, Mark Smith, Christine Rasmussen, Kyle Hanlon, and Sam Haupt.

B. Report on the Accounts Receivable – June 2025

Tom reported we are in good shape with the aged receivables.

C. Report on the Line of Credit – June 2025

The Line of Credit has not been used.

D. Report on Federally Funded Contracts

Tom reported there was no new news. BRPC will monitor the court actions related to ICE.

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

None

VI. Items Requiring Action

A. Vote to Approve the Submission of a Grant Application (after the fact) to the RIZE Mosaic Family Resilience Grant to establish a scalable low-threshold housing and service delivery model to address the growing crises of Opioid Use Disorder (OUD), social isolation and homelessness*

The Executive Committee was requested to authorize the Executive Director, after the fact, to submit a grant application to the RIZE Mosaic Family Resilience Grant and sign any resulting contracts and agreements. This grant would establish a scalable low-threshold housing and service delivery model to address the growing crises of Opioid Use Disorder (OUD), social isolation and homelessness. The partners would pilot a cluster-site of 25 “tiny-house” units to empower family and social structures, integrating harm reduction, peer support and navigation that meet familial/social units where they are at. This three-year grant allows for funding of \$500,000 per year (\$1.5M total). Expected key partners include Berkshire Health Systems/ Berkshire Harm Reduction, Hearthway, Inc and the City of Pittsfield. There is no match required. There would be subcontractors/subrecipients. BRPC contacts are Andy Ottoson, aottoson@berkshireplanning.org and CJ Hoss,

CHoss@berkshireplanning.org. Tom reported this grant application is an example of BRPC looking to diversify sources of funding.

Doug McNally moved to authorize the Executive Director to submit a grant application, after the fact, to the RIZE Mosaic Family Resilience Grant and sign any resulting contracts and agreements. Buck Donovan seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Doug McNally, Mark Smith, Christine Rasmussen, Kyle Hanlon, and Sam Haupt.

B. Vote to Approve the Submission of a Grant Application (after the fact) to the Massachusetts Environmental Trust (MET) for the development of a watershed-based plan for the upper Hoosic River watershed *

The Executive Committee was requested to authorize the Executive Director to submit a grant application (after the fact) to the Massachusetts Environmental Trust (MET) for Environmental Advocacy, Educational and Conservation Activities Focused on Improving Aquatic Habitats and to sign any resulting contracts and agreements.

BRPC's Environmental and Energy team are applying for a \$50,000 grant in partnership with Hoosic River Watershed Association (HooRWA), Taconic Chapter of Trout Unlimited, and MCLA to support the development of a watershed-based plan for the upper Hoosic River watershed. This project will include grassroot level environmental initiatives, public education, and citizen involvement activities that are fully inclusive and address the needs and interests of citizens in low-income or "environmental justice" communities.

The partners would work together to support the mapping of a portion of North Adams stormwater infrastructure, begin to identify sources of pollution and the most appropriate sites for green infrastructure and engage the community through outreach events such as River Fest, river cleanups and water quality monitoring. MCLA's GIS class will use this as a project-based learning opportunity and the students will work with BRPC and their Professor to map outfalls and catch basins. This application has no BRPC match requirement. Primary staff contact is Alison Dixon adixon@berkshireplanning.org.

Doug McNally moved to authorize the Executive Director, after the fact, to submit a grant application to the Massachusetts Environmental Trust (MET) for Environmental Advocacy, Educational and Conservation Activities Focused on Improving Aquatic Habitats and to sign any resulting contracts and agreements. Christine Rasmussen seconded the motion. The motion passed with affirmative votes Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Doug McNally, Christine Rasmussen, Kyle Hanlon, and Sam Haupt.

C. Vote to Approve the Submission of a Grant Application (after the fact) to the National Fish and Wildlife Foundation Long Island Sound Futures Fund to support the installation of a stormwater management system at Francis Avenue in Pittsfield

The Executive Committee was requested to authorize the Executive Director (after the fact) to submit a grant application to the National Fish and Wildlife Foundation's Long Island Sound Future Fund grant and to sign any resulting contracts and agreements.

BRPC's Environmental and Energy team are applying for a \$266,730.06 grant in partnership with the City of Pittsfield to support the installation of a stormwater management system at Francis Avenue. This project will remediate stormwater, control flooding, and support the larger improvement of connections to downtown resources through the Francis Ave. Parklet and Routing Project.

This project has secured partial funding through the Mass DEP Section 319 Program and has applied for additional funding through EEA Municipal Vulnerability Preparedness Program. This application has a 50% match that is expected to be covered by overlapping EEA MVP Grant funds. Primary staff contact is Courteny Morehouse, cmorehouse@berkshireplanning.org.

Doug McNally moved to authorize the Executive Director (after the fact) to submit a grant application to the National Fish and Wildlife Foundation's Long Island Sound Future Fund grant and to sign any resulting contracts and agreements. Mark Smith seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Doug McNally, Mark Smith, Christine Rasmussen, Kyle Hanlon, and Sam Haupt.

D. Vote to Approve the Submission of a Grant Application (after the fact) to the Safe Streets and Roads for All (SS4A) Grant program with the Federal Highway Administration (FHWA) to develop and implement a safety countermeasure toolbox informed by the Berkshires' existing Safety Action Plan

The Executive Committee was requested to authorize the Executive Director (after the fact) to submit a grant application to the Safe Streets and Roads for All (SS4A) Grant program with the Federal Highway Administration (FHWA) to develop and implement a safety countermeasure toolbox informed by the Berkshires' existing Safety Action Plan and to sign any resulting contracts and agreements.

BPRC seeks SS4A Supplemental Planning and Demonstration grant funding to develop a safety countermeasure toolbox informed by the Berkshires' existing Safety Action Plan. This toolbox will then be applied to 12 demonstration sites across the County to show its versatility and ability to bring systemic safety to the region. BRPC segments the County into six

subregions: North, North-Central, Southeast, Southwest, the City of North Adams, and the City of Pittsfield. Each subregion will host two demonstration projects, while all subregions will benefit from supplemental educational and outreach activities that promote data transparency.

BPRC will obtain support from Citian CRASH, a cloud-based software-as-a-service platform, which will use real-time traffic safety data to understand the impacts of the supplemental planning and demonstration activities and facilitate long-term reporting. BPRC will also conduct a comprehensive outreach and education campaign in conjunction with the demonstration activities.

Proposed treatment solutions address these safety concerns, in addition to pedestrian and bicycle safety. Chicanes, speed feedback signs, and speed humps will mitigate single-vehicle and rear-end crashes. Medians and roundabouts will reduce instances of angle crashes. Finally, curb extensions, high-visibility crosswalks, and rectangular rapid flashing beacons (RRFBs) will enhance safety for pedestrians and bicyclists.

The total grant budget is \$2,487,100. The Federal share requested is \$1,989,680 with Non-federal match of \$497,420 provided by the Massachusetts Federal Funds Infrastructure Funds Office. Primary staff contact is Nick Russo, nrusso@berkshireplanning.org.

Doug McNally moved to authorize the Executive Director (after the fact) to submit a grant application to the Safe Streets and Roads for All (SS4A) Grant program with the Federal Highway Administration (FHWA) to develop and implement a safety countermeasure toolbox informed by the Berkshires' existing Safety Action Plan and to sign any resulting contracts and agreements. Buck Donovan seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Doug McNally, Mark Smith, Christine Rasmussen, Kyle Hanlon, and Sam Haupt.

E. Vote to Authorize the Executive Director to Enter into Intergovernmental Agreements and Contracts with Municipalities for FY 26

The Executive Committee was requested to authorize the Executive Director to enter into intergovernmental agreements and contracts for services with municipalities in FY 26.

Doug McNally moved to authorize the Executive Director to Enter into Intergovernmental Agreements and Contracts with Municipalities for FY 26. Sam Haupt seconded the motion. The motion passed with affirmative votes from Malcolm Fick, John Duval, Sheila Irvin, Buck Donovan, Doug McNally, Mark Smith, Christine Rasmussen, Kyle Hanlon, and Sam Haupt.

VII. Committee Report and Discussion

A. Comprehensive Development Committee

The Commission Development Committee did not meet in June 2025.

B. Environmental Review Committee

Mark Smith will be the new chair for FY 26. The Environmental Review Committee did not meet in June 2025. BRPC received notice of an Environmental Notification Form for the Parker Pond Dredging Project in Pittsfield. This is expected to be noticed in the Environmental Monitor on June 25, 2025. Parker Pond is approximately 1 acre on a residential property. The primary reason for the ENF is proximity to Environmental Justice neighborhoods. We are following the Environmental Review Committee process, but there does not appear to be any regional impacts and most likely we will not submit comments. The previous Environmental Review Committee Chair, Roger Bolton, assisted with the Parker Pond notice.

C. Finance Committee

The Finance Committee did not meet in June 2025.

D. Regional Issues Committee

The Regional Issues Committee did not meet in June 2025. All thanked Christine for writing a document on pieces of legislation that may be of interest for priorities for the Regional Issues Committee. The email was sent to all members by Tom. If anyone has any questions, they can contact Christine directly or contact Tom.

E. Berkshire Brownfield Committee

The Berkshire Brownfield Committee did not meet in June 2025.

F. Berkshire Metropolitan Planning Committee

The MPO met on June 24, 2025. The main agenda items were the approval of the 2026 Unified Planning Work Program, an adjustment to the 2025 UPWP to transfer \$10,000 from Task 1.1 Management of the 3C Process to Task 3.5 Climate Change and Sustainability, an amendment to the 2025 – 2029 TIP to move N. Adams, Ashland Street from FFY 25 to FFY 2026 and move Egremont, Mt. Washington Road from FFY 26 to FFY 25, and a presentation on the micro-transit feasibility study. Draft unapproved minutes were not yet available.

G. Comprehensive Economic Development (CEDS) Committee

The Comprehensive Economic Development Strategy (CEDS) Committee did not meet in June 2025.

H. Transportation Advisory Committee (TAC)

The Transportation Advisory Committee did not meet in June 2025.

VIII. Executive Director's Report

A. Report on New Contracts/Agreements

New Grants and Contracts received/initiated from 5/30/25 – 6/23/25

- Great Barrington – Economic Development Planning - \$17,500
- Lanesborough – Economic Development Planning - \$10,000
- Milltown – Berkshire Benchmarks – \$14,700
- MA Department of Environmental Protection - Berkshire NPS Coordinator Program - \$100,000
- Berkshire Public Health Alliance – Inspection Services FY26:
 - o Richmond - \$23,133

Grants and Contracts not received.

- Community First Partnership- Adams, North Adams, Lanesborough, Lee, and Great Barrington - \$75,000per year for three years for a total of \$225,000. The Mass Save program instead awarded a larger award to focus on the city of Pittsfield. BRPC was awarded \$85,500 a year for three years to serve the Community First Partnership Program in Pittsfield. BRPC is awaiting the agreement for Pittsfield.

B. Berkshires Tomorrow Inc. (BTI) Update

There was no activity in June.

C. Staff Updates

15-year Anniversary

- Marianne Snizek – Office Manager

Resignation

- Kate Hill Tapia – Office Administrator. Committee members expressed appreciation for Kate’s work.

D. Rural Policy Advisory Committee (RPAC) Update

The Rural Policy Advisory Commission did not meet in June 2025.

E. Seasonal Communities Advisory Council Update

The Executive Office of Housing and Livable Communities (EOHLC) is holding three virtual listening sessions in June and July. Established by the Affordable Homes Act in August 2024, the Seasonal Communities Designation is designed to provide a unique set of housing tools to communities with significant seasonal variation in housing and employment. You can read more about the designation by clicking [here](#).

In each session, EOHLC will provide a brief overview of the designation and the work EOHLC is doing to develop regulations structuring the tools it makes available to communities before opening for public feedback. Regulations are still in development, and as a result, these sessions will not provide definitive answers on questions about final regulations, but rather, will give residents the chance to shape how regulations answer these questions. Participants need to Register in advance using session-specific links below:

- June 26, 2025 @ 6PM – [Register Here](#)

- July 9, 2025 @ 6PM – [Register Here](#)
- July 17 @ 11AM – [Register Here](#)

Questions? Contact: eoahcseasonalcommunities@mass.gov

Tom encouraged the Committee members to attend.

F. Passenger Rail

- West-East Rail – The Pittsfield double tracking project will start design soon. A planning exercise will be initiated soon to determine the best way to get a second platform at the Pittsfield station.
- Berkshire Flyer – The Berkshire Flyer train will not run for several weeks due to track repairs. Bus service will be provided east of Albany.
- Northern Tier Passenger Rail – A proposal to submit this service to the Federal Rail Administration Corridor ID program is being held up due to uncertainty with the announcement of that grant program.

G. Berkshire Microtransit Study: Upcoming Community Open Houses

Previous Studies have identified limited access to public transportation and first/last-mile connections as major transportation barriers in the Berkshires. Microtransit, an app-based, on-demand shared-ride public transit service, has been explored to overcome these barriers and enhance mobility. BRPC has sponsored a feasibility study to evaluate the potential of a Microtransit program in Berkshire County. There will be community open houses on July 18th and 19th in North Adams, Pittsfield, and Lenox, to enable the public to learn more, ask questions, and share ideas. (Flyer was attached.) For more details, visit: BRPC [BRPC Microtransit](#)

H. EOHLC Office Hours on Accessory Dwelling Units

The Massachusetts Executive Office of Housing and Livable Communities is holding ADU office hours, beginning this June, to support municipal planners in understanding Massachusetts' new Accessory Dwelling Unit (ADU) law and regulations, which became fully effective as of February 2nd, 2025. These office hours began June 11th (3:00pm to 4:30pm) and will continue every second Wednesday through November. These sessions will provide an opportunity for planners to engage with EOHLC and ask questions about the new law and regulations. Registration is REQUIRED for the following dates, 6/11, 6/25, 7/9, 8/13, 9/10, 10/8, 11/12. The time is from 3:00 to 4:30pm. Registration is at <https://us06web.zoom.us/meeting/register/OSa63wKfR4GKJnIMaDfdig>

Tom reported that CJ Hoss is looking at this as a topic for the Regional Issues Committee.

I. Public Comment Period for the Starter Home/Chapter 40Y Draft Regulations

A “starter home” is a smaller single-family home suitable for first-time home buyers, downsizing, smaller households, and people needing a more affordable single-family housing option. Chapter 40Y sets up a process for communities to create Starter Home Zoning Districts, where starter homes can be built. The Starter Homes Draft Regulations, 760 CMR 69.00: Starter Home Zoning Districts ([download](#)), are intended to provide clarity on the administration of M.G.L. c40Y, the Starter Home law. The public comment period on the draft regulations starts on June 20, 2025, and closes on July 25, 2025. Comments can be submitted at www.mass.gov/starterhomes. EOHLC intends to issue final regulations in early fall 2025.

J. 2025 State of the County Update

Since the development of the State of the County Report in 2022, Berkshire Benchmarks, an initiative of BRPC, has published an annual update, tracking specified socio and economic indicators, numeric tools that track the health and vitality of a region over time. The 2025 State of the County Report is available [at State-of-the-County-Report-2025.pdf](#)

Tom reported that there have not been many changes to this data.

K. Massachusetts Integrated Land Use Strategy

On Behalf of MARPA, the Massachusetts Association of Regional Planning Agencies, the Northern Middlesex Council of Governments (NMCOG) submitted a joint application in response to an RFQ from the Executive Office of Energy and Environmental Affairs regarding consulting services to develop the Massachusetts Integrated Land Use Strategy (MILUS). This proposal involves all RPAs in the Commonwealth, to varying degrees. NMCOG and Merrimac Valley Planning Commission (MVPC) have led a working group involving BRPC and a small group of RPAs to develop a collaborative approach to address the state’s needs. If the MARPA partnership is selected, BRPC will co-lead an economic development working group with the Central Massachusetts Regional Planning Commission and will also be involved in several project tasks that call for all RPAs to participate, including the development of an interactive GIS-based planning tool to visually explore the intersection of state and local plans, policies, and regulations.

IX. Old Business and Discussion

A. Discussion about the BRPC Annual Meeting

We continue to work towards securing a speaker for the Annual Meeting. As a reminder, we have reserved the Proprietors Lodge in Pittsfield for Thursday evening October 16, 2025 as the date for our annual meeting. Please save that date.

X. New Business

A. Discussion about Topics for the July 17, 2025 Commission Meeting

Potential topics for the July 17, 2025 Commission Meeting include:

- Election of Officers
- Vote to Ratify Appointment of Representatives to Related Groups Not Under the Jurisdiction of the Commission
- Presentation on Renewable Energy Siting Regulations
- Roundtable Discussion of Municipal Items
- Presentation on the Starter Homes draft Regulations
- Presentation on the State's Housing Plan
- Other ideas

After a discussion, it we decided to pursue a presentation on the Microtransit Study or on Renewable Energy Siting Regulations

B. Discussion about the Kusik Award

The Kusik Award was instituted to recognize projects, groups, or individuals who have made outstanding contributions to planning in Berkshire County. The Committee agreed pursuing an award this year was a good idea and would seek nominations. Those nominations will be due by August 25th with the Executive Committee making its decision at the September 4th meeting. The award would be presented at the annual meeting on October 16th. A nomination form is included in the meeting material.

Tom requested members to send him their nominations.

XI. Adjournment

Doug 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, Doug McNally, Mark Smith, Christine Rasmussen, Kyle Hanlon, and Sam Haupt. The meeting adjourned at 4:39 pm.

Documents and Exhibits Used:

- 2025.06.05 Executive Committee Meeting Minutes – Unapproved DRAFT
- 2025.05.30 – 2025.06.20 Expenditures Report
- 2025.06 Accounts Receivables Report
- 2025.06 Line of Credit Report
- 2025.06.24 Executive Director Memorandum
- Microtransit Study Open House Flyer
- Kusik Award Nomination Form 2025
- May 2025 – Technical Assistance Memorandum

BERKSHIRE REGIONAL PLANNING COMMISSION

Check Register

For the Period from June 26, 2025 to July 25, 2025

No checks processed from 6/21/2025 to 6/24/2025

Check #	Date	Payee	Amount	Department	Department Description	Expense
20046	6/26/2025	HEARTHWAY INC	14,583.31	672 DHCD/HOUSE	DHCD - Housing in Berkshire County	Subcontractor
20047	6/26/2025	Q-MOB INC	5,855.00	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Subcontractor
20048	6/26/2025	WATERSTONE ENGINEERING PLLC	10,165.00	753 PTS/MVPA	Pittsfield Francis Ave. Parklet and Routing Study	Subcontractor
20049	6/26/2025	SHAMIA SHEPHERD	1,030.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Subcontractor
20050	6/26/2025	1BERKSHIRE	350.00	737 COMM/ARTBERK25	Communities/Organizations - Cultural Districts - ArtWeek Berkshires 2025	Membership
20051	6/26/2025	ANN MARIE MUTZ	1,030.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Subcontractor
20052	6/26/2025	BECKET BEAT	315.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Communications
20053	6/26/2025	BECKS PRINTING	396.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Communications
20054	6/26/2025	BERKSHIRE COMMUNITY COLLEGE	525.00	756 EOHLC/SS	EOHLC - Shared Services	State of Work Summit Tickets
20055	6/26/2025	BERKSHIRE COMMUNITY COLLEGE	4,098.00	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	Subcontractor
20056	6/26/2025	BERKSHIRE EDGE	675.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Communications
20057	6/26/2025	BERKSHIRE GRAPHICS INC	199.80	040 ADMIN	Admin	Printer Supplies
20058	6/26/2025	BISMARCK OSEI	336.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20059	6/26/2025	GROUP ARCHITECTURE & URBANISM CO	665.00	753 PTS/MVPA	Pittsfield Francis Ave. Parklet and Routing Study	Subcontractor
20060	6/26/2025	HARRINGTON HEEP LLP	302.50	040 ADMIN	Admin	Legal Services
20061	6/26/2025	JUAN BAENA	615.20	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20062	6/26/2025	KATHRYN HEEDER HOCKER	1,035.00	---	Varied Projects	Subcontractor
20063	6/26/2025	MACFARLANE OFFICE PRODUCTS INC	1,179.36	040 ADMIN	Admin	Printing
20064	6/26/2025	MAEGAN MOYNAHAN	2,437.50	753 PTS/MVPA	Pittsfield Francis Ave. Parklet and Routing Study	Subcontractor
20065	6/26/2025	NAACP BERKSHIRE COUNTY	1,000.00	610 HRIA/G2G	Health Resources in Action - Gray to Green	Community Event
20066	6/26/2025	NANCY REIS	250.00	721 MOSAIC/RIZE	MOSAIC RIZE Massachusetts Foundation Opioid Settlement Matching Funds	Subcontractor
20067	6/26/2025	NONPROFIT CENTER OF THE BERKSHIRES INC	500.00	709 MMP/BFF25	Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus	Communications
20068	6/26/2025	THE SHEFFIELD FAIR	15.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Event Booth
20069	6/26/2025	TOWN OF BECKET	2,500.00	779 BKTDAL/CDBG	Becket / Dalton - Community Development Block Grant	CDBG Audit Funds
20070	6/26/2025	TOWN OF SHEFFIELD	2,500.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	CDBG Audit Funds
20071	6/26/2025	VALLEY GREEN SHREDDING, LLC	175.00	040 ADMIN	Admin	Recycling
20072	6/26/2025	WB MASON COMPANY INC	1,834.45	040 ADMIN	Admin	Office Supplies
20075	6/30/2025	ALISON DIXON	14.70	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Monthly Expense Form
20076	6/30/2025	ANDREW MCKEEVER	114.31	---	Varied Projects	Monthly Expense Form
20077	6/30/2025	ANDREW OTTOSON	403.20	---	Varied Projects	Monthly Expense Form
20078	6/30/2025	ANDREW SIMONS	65.80	780 EOEEA/BOW	Executive Office of Energy and Environmental Affairs - Berkshires Outside Website Phase II	Monthly Expense Form
20079	6/30/2025	BRETT ROBERTS	547.84	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Monthly Expense Form
20080	6/30/2025	BRITNEY DANIALS	78.61	---	Varied Projects	Monthly Expense Form
20081	6/30/2025	CHRISTIE LEWIS	50.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Monthly Expense Form
20082	6/30/2025	CHRISTINE LEMOINE	198.59	519 FRCOG/FMRC	FRCOG - Franklin County Medical Reserve Corps	Monthly Expense Form
20083	6/30/2025	CONNOR DALEY	119.00	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	Monthly Expense Form
20084	6/30/2025	CORNELIUS HOSS	85.12	---	Varied Projects	Monthly Expense Form
20085	6/30/2025	COURTENY MOREHOUSE	110.67	---	Varied Projects	Monthly Expense Form
20086	6/30/2025	DAVE PILL	411.07	---	Varied Projects	Monthly Expense Form
20087	6/30/2025	EMERY MCHUGH	38.50	780 EOEEA/BOW	Executive Office of Energy and Environmental Affairs - Berkshires Outside Website Phase II	Monthly Expense Form
20088	6/30/2025	JAYMIE ZAPATA	224.82	---	Varied Projects	Monthly Expense Form
20089	6/30/2025	JOCELYN LATVALLA	94.46	---	Varied Projects	Monthly Expense Form
20090	6/30/2025	LAURA BRENNAN	336.40	---	Varied Projects	Monthly Expense Form
20091	6/30/2025	LAURA KITTROSS	77.00	---	Varied Projects	Monthly Expense Form
20092	6/30/2025	MARK MALOY	222.60	780 EOEEA/BOW	Executive Office of Energy and Environmental Affairs - Berkshires Outside Website Phase II	Monthly Expense Form
20093	6/30/2025	MICHAELA GRADY	88.38	---	Varied Projects	Monthly Expense Form
20094	6/30/2025	NOE GONZALEZ ORTIZ	66.92	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	Monthly Expense Form
20095	6/30/2025	REBECCA ROUGHLEY	46.50	560 COMVEN/GPUR	Communities/Vendors - Group Purchasing Program	Monthly Expense Form
20096	6/30/2025	RYAN GRIFFIS	195.30	440 MassDOT/TPL	MA Department of Transportation Planning	Monthly Expense Form
20097	6/30/2025	SETH JENKINS	25.20	750 EOEEA/LAN/MP	Executive Office of Energy & Environmental Affairs - Lanesborough Master Plan	Monthly Expense Form
20098	6/30/2025	WYLIE GOODMAN	15.12	725.07 LAN/DE-IMP	Lanesborough - Digital Equity Implementation	Monthly Expense Form
20099	6/30/2025	COLIN SYKES	478.40	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
20100	6/30/2025	DANIEL HASSETT	229.88	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
20101	6/30/2025	EDWARD FAHEY	272.60	283 BPHA/INSP	Berkshire Public Health Alliance - Regional Public Health Inspections	Monthly Expense Form

BERKSHIRE REGIONAL PLANNING COMMISSION

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For the Period from June 26, 2025 to July 25, 2025

20102	6/30/2025	JAZU STINE	634.15	---	Varied Projects	Monthly Expense Form
20103	6/30/2025	LESLIE DRAGER	86.02	284 BPHA/PHN	Berkshire Public Health Alliance - Regional Public Health Nursing Program	Monthly Expense Form
20104	6/30/2025	MICHAEL WISKER	318.22	780 EOEEA/BOW	Executive Office of Energy and Environmental Affairs - Berkshires Outside Website Phase II	Monthly Expense Form
20105	6/30/2025	MONASIA CEASAR	192.50	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
20106	6/30/2025	SASHA CLAPP	30.10	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
20107	6/30/2025	SOPHIE CARNES JANNEN	376.78	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
20108	6/30/2025	VALERIE BIRD	371.00	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
20109	6/30/2025	AYISHETU BRAIMAH	250.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20110	6/30/2025	BBE OFFICE INTERIORS	399.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Intern Desk
20111	6/30/2025	BECKS PRINTING	1,808.00	---	Varied Projects	Communications
20112	6/30/2025	BERKSHIRE ENVIRONMENTAL ACTION TEAM INC	6,330.29	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Subcontractor
20113	6/30/2025	BISMARCK OSEI	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20114	6/30/2025	BRANDEIS UNIVERSITY	18,750.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subrecipient
20115	6/30/2025	BRIEN CENTER	12,496.31	---	Varied Projects	Subcontractor
20116	6/30/2025	CHRISTOPHER KOWALSKI	280.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20117	6/30/2025	DAVID KELLEY	1,150.00	040 ADMIN	Admin	Cleaning Services
20118	6/30/2025	ELIZABETH STRICKLER	2,752.50	---	Varied Projects	Subcontractor
20119	6/30/2025	EMRIVER INC	9,807.16	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	Subcontractor
20120	6/30/2025	ETHAN KENNELLY	424.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20121	6/30/2025	FLYING CLOUD INSTITUTE	15,000.00	664 CLK/MVPA	Clarksburg - Municipal Vulnerability Preparedness	Subcontractor
20122	6/30/2025	GEORGE B CRANE MEMORIAL CENTER	100.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20123	6/30/2025	JESSICA JONES	136.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20124	6/30/2025	KATHRYN HEEDER HOCKER	3,105.00	---	Varied Projects	Subcontractor
20125	6/30/2025	KELLIE MEISL	640.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20126	6/30/2025	KWIKPRINT INC	210.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Communications
20127	6/30/2025	LANDLAW SPECIALTY PUBLISHERS	540.00	040 ADMIN	Admin	Annual Subscription
20128	6/30/2025	MA STATE BOARD OF RETIREMENT	13,380.45	---	---	Retirement
20129	6/30/2025	Q-MOB INC	3,145.00	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Subcontractor
20130	6/30/2025	MA STATE BOARD OF RETIREMENT	13,768.66	---	---	Retirement
20131	6/30/2025	MADALYNN WILLIAMS	352.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20132	6/30/2025	NANCY SLATTERY	134.42	650 DPH/SS	Department of Public Health - Shared Services	Monthly Expense Form
20133	6/30/2025	NEW ENGLAND WETLAND PLANTS INC	77.50	664 CLK/MVPA	Clarksburg - Municipal Vulnerability Preparedness	Subcontractor
20134	6/30/2025	OUTPOST LLC	1,875.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Subcontractor
20135	6/30/2025	RAYNIER MEDINA OLIVO	160.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20136	6/30/2025	REBECCA DODGE	480.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20137	6/30/2025	TIGHE & BOND INC	10,830.00	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	Subcontractor
20138	6/30/2025	WATERSTONE ENGINEERING PLLC	7,247.50	753 PTS/MVPA	Pittsfield Francis Ave. Parklet and Routing Study	Subcontractor
20139	6/30/2025	WJ BLUEPRINT & DIGITAL GRAPHICS	70.80	753 PTS/MVPA	Pittsfield Francis Ave. Parklet and Routing Study	MVP Supplies
20140	6/30/2025	TD CARD SERVICES 1189	3,173.71	---	---	June 2025 Credit Card 1189 Payment
20141	6/30/2025	TD CARD SERVICES 9068	6,948.19	---	---	June 2025 Credit Card 9068 Payment
20142	7/3/2025	SHEFFIELD TIMES	270.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Communications
20143	7/3/2025	WOLF VALENTIN	384.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20144	7/3/2025	ZAMS LLC	10,561.66	040 ADMIN	Admin	Rent & Utilities
20145	7/8/2025	BETA GROUP INC	1,875.00	440 MassDOT/TPL	MA Department of Transportation Planning	Subcontractor
20146	7/8/2025	BISMARCK OSEI	1,030.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	Subcontractor
20147	7/8/2025	CHILD CARE OF THE BERKSHIRES INC	4,068.02	785 NAD/MVPA	North Adams - Municipal Vulnerability Preparedness Action Grant	Subcontractor
20148	7/8/2025	COREY WALKER	192.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20149	7/8/2025	COURTNEY TATRO	288.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor

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20150	7/8/2025	DANIELLE COOMES	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20151	7/8/2025	DENNIS BERGQUIST	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20152	7/8/2025	DWAYNE MYERS	106.40	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20153	7/8/2025	JILL DAUGHERTY	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20154	7/8/2025	KRISTANY SKORPUT	480.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20155	7/8/2025	MARCUS FORD	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20156	7/8/2025	NEW ENGLAND NEWSPAPERS INC	3,946.00	---	Varied Projects	Communications
20157	7/8/2025	PWW ADVISORY GROUP LLC	435.00	---	Varied Projects	Subcontractor
20158	7/8/2025	rites of passage and empowerment	2,740.00	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	Subcontractor
20159	7/8/2025	TARA KONJOLKA-BROWN	320.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20160	7/8/2025	TIFFANY BROUILLETTE	368.00	754 DOJ/BPOP	Department of Justice - Berkshire Post Overdose Program	Subcontractor
20161	7/8/2025	HOOSIC RIVER REVIVAL INC	30,715.00	785 NAD/MVPA	North Adams - Municipal Vulnerability Preparedness Action Grant	Subcontractor
20162	7/8/2025	TROUT UNLIMITED INC	153,073.92	785 NAD/MVPA	North Adams - Municipal Vulnerability Preparedness Action Grant	Subcontractor
20163	7/8/2025	BADIE DESIGNS LLC	6,050.00	743 MILLTOWN/BB	Milltown - Berkshire Benchmarks	Subcontractor
20164	7/8/2025	BLUE 20/20	220.19	040 ADMIN	Admin	Vision Insurance
20165	7/8/2025	CITY OF PITTSFIELD	500.00	040 ADMIN	Admin	Parking
20166	7/8/2025	HARRINGTON HEEP LLP	962.50	040 ADMIN	Admin	Legal Services
20167	7/8/2025	MARIANNE SNIEZEK	300.00	040 ADMIN	Admin	CONGRATS on 15 Years!
20168	7/8/2025	MIIA HEALTH BENEFITS TRUST - DENTAL	2,781.88	040 ADMIN	Admin	Dental Insurance
20169	7/8/2025	MIIA HEALTH BENEFITS TRUST - MEDICAL	77,487.24	040 ADMIN	Admin	Medical Insurance
20170	7/8/2025	MUTUAL OF OMAHA	1,520.04	040 ADMIN	Admin	Life; STD; LTD
20171	7/8/2025	STATE HOUSE NEWS SERVICE	988.00	040 ADMIN	Admin	Subscription
20172	7/8/2025	TPX COMMUNICATIONS	1,534.88	040 ADMIN	Admin	Telephone
20173	7/8/2025	ZONES LLC	13,918.89	560 COMVEN/GPUR	Communities/Vendors - Group Purchasing Program	OpenGov Subscription
20174	7/10/2025	KJ NOSH CATERING CO	328.35	526 BCSO/OPIOID	Berkshire County Sheriff's Office - Opioid Prevention	Catering Services
20175	7/22/2025	BBE OFFICE INTERIORS	50.00	040 ADMIN	Admin	Office Labor
20176	7/22/2025	BERKSHIRE BOTANICAL GARDEN	3,138.50	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	Subcontractor
20177	7/22/2025	BERKSHIRE BOUNTY INC	22,799.98	715 USDA/RFSP	USDA - Regional Food System Partnerships Program	Subrecipient
20178	7/22/2025	BERKSHIRE GROWN INC	25,192.47	715 USDA/RFSP	USDA - Regional Food System Partnerships Program	Subrecipient
20179	7/22/2025	BSC GROUP INC	5,067.09	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Subcontractor
20180	7/22/2025	COURIER PRINTING INC	135.00	440 MassDOT/TPL	MA Department of Transportation Planning	Printing
20181	7/22/2025	DONOVAN O'CONNOR & DODIG LLP	682.50	716 EPA/RLF2	Environmental Protection Agency - Revolving Loan Fund	Legal Services
20182	7/22/2025	EAN SERVICES LLC	323.18	010 GEN	General	Rental Car Fee
20183	7/22/2025	FOURSQUARE ITP INC	16,262.78	440 MassDOT/TPL	MA Department of Transportation Planning	Subcontractor
20184	7/22/2025	FRANKLIN REGIONAL COUNCIL OF GOV	77,472.24	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Subcontractor
20185	7/22/2025	HOOSIC RIVER REVIVAL INC	14,058.82	785 NAD/MVPA	North Adams - Municipal Vulnerability Preparedness Action Grant	Subcontractor
20186	7/22/2025	KIDZONE CHILD CARE EDUCATIONAL CTR INC	383.00	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	GUS Meeting Transportation
20187	7/22/2025	KJ NOSH CATERING CO	1,125.00	010 GEN	General	Catering Services
20188	7/22/2025	MA MUNICIPAL HUMAN RESOURCES INC	250.00	040 ADMIN	Admin	Annual Dues
20189	7/22/2025	MACFARLANE OFFICE PRODUCTS INC	1,020.72	040 ADMIN	Admin	Copier
20190	7/22/2025	MIIA PROPERTY & CASUALTY GROUP INC	9,119.00	040 ADMIN	Admin	Workers Comp
20191	7/22/2025	PIONEER VALLEY PLANNING COMMISSION	111,725.00	783 LAN/MVP	Lanesborough - Municipal Vulnerability Preparedness	Subcontractor
20192	7/22/2025	RAINBOW DISTRIBUTING COMPANY INC	107.92	040 ADMIN	Admin	Water
20193	7/22/2025	ROUX ASSOCIATES INC	4,338.50	702 EPA/ASSESS	Environmental Protection Agency Assessment	Subcontractor
20194	7/22/2025	ROUX ASSOCIATES INC	39,113.52	702 EPA/ASSESS	Environmental Protection Agency Assessment	Subcontractor
20195	7/22/2025	TIGHE & BOND INC	26,100.00	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	Subcontractor
20196	7/22/2025	VALLEY GREEN SHREDDING, LLC	87.50	040 ADMIN	Admin	Recycling
20197	7/22/2025	ZAMS LLC	10,963.24	040 ADMIN	Admin	Rent & Utilities
20198	7/22/2025	SOURCEPASS COMPUWORKS LLC	4,084.33	040 ADMIN	Admin	Software Support & Wifi License
20199	7/22/2025	SOURCEPASS COMPUWORKS LLC	13,870.66	040 ADMIN	Admin	Network Migration
20200	7/22/2025	SOURCEPASS COMPUWORKS LLC	500.00	040 ADMIN	Admin	Completion of Switch Project
1300	7/10/2025	ALEX KOMLEV	38,412.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1301	7/10/2025	ALEX KOMLEV	5,922.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1302	7/10/2025	ALEX KOMLEV	12,915.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor

BERKSHIRE REGIONAL PLANNING COMMISSION

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1303	7/10/2025	ALEX KOMLEV	15,525.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1304	7/10/2025	ALEX KOMLEV	45,135.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1305	7/10/2025	ALEX KOMLEV	17,640.00	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1306	7/10/2025	CMV CONSTRUCTION SERVICES INC	32,909.85	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1307	7/10/2025	CMV CONSTRUCTION SERVICES INC	29,074.10	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1308	7/10/2025	CMV CONSTRUCTION SERVICES INC	4,223.29	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1309	7/10/2025	CMV CONSTRUCTION SERVICES INC	20,690.40	745 SHF/EOHLC/CDBGHR	Sheffield EOHLC - Housing Rehabilitation	Subcontractor
1202	6/26/2025	BERKSHIRE BATHWORKS LLC	4,260.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Subcontractor
1203	6/26/2025	MCNEILL HVAC INC	12,970.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Subcontractor
1204	6/26/2025	YANKEE HOME IMPROVEMENT INC	2,310.06	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Subcontractor
1205	6/30/2025	MORRISONS HOME IMPROVEMENT SPECIALIST	11,811.60	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Subcontractor
1206	6/30/2025	TWEENBROOK CONSTRUCTION	14,908.50	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Subcontractor
1207	7/17/2025	SOUTHERN BERKSHIRE REGISTRY OF DEEDS	205.00	710 CEDAC/HMLP	CEDAC Home Modification Loan Program	Lien
1400	6/25/2025	ATLAS TECHNICAL CONSULTANTS LLC	1,000.00	779 BKTDAL/CDBG	Becket / Dalton - Community Development Block Grant	Subcontractor
1401	6/26/2025	ATLAS TECHNICAL CONSULTANTS LLC	1,350.00	779 BKTDAL/CDBG	Becket / Dalton - Community Development Block Grant	Subcontractor
1402	6/26/2025	ATLAS TECHNICAL CONSULTANTS LLC	1,280.00	779 BKTDAL/CDBG	Becket / Dalton - Community Development Block Grant	Subcontractor
1403	7/17/2025	WHITE ENGINEERING INC	2,500.00	779 BKTDAL/CDBG	Becket / Dalton - Community Development Block Grant	Subcontractor
1404	7/17/2025	WHITE ENGINEERING INC	9,467.00	779 BKTDAL/CDBG	Becket / Dalton - Community Development Block Grant	Subcontractor

Total 1,188,533.09

June 2025 Credit Card 1189 Payment Support

Check #	Date	Payee	Amount	Department	Department Description	Expense
CCARD	6/18/2025	Marketplace	38.57	526 BCSO/OPIOID	Berkshire County Sheriff's Office - Opioid Prevention	Meals - Youth Forum
CCARD	6/18/2025	Natl Council for Mental Wellbeing	2,337.50	814 BERKA/TRN	Berkshire AHEC: Berkshire Area Health Education Center - Training Reimbursement	Youth Instr Training - Gonzalez, O
CCARD	6/25/2025	Hyatt	797.64	816 NEHA/FDA/RFFM	National Environmental Health Association - US Food and Drug Administration FDA	Travel Lodging - Stine, J

3,173.71

June 2025 Credit Card 9068 Payment Support

Check #	Date	Payee	Amount	Department	Department Description	Expense
CCARD	6/30/2025	BOXCAR MEDIA	199.00	806 BHS/NOCOCC	Berkshires Health Systems Opioid - North County Community Coordinator	NOCOCC Advertising
CCARD	6/30/2025	BERKS PRIDE	35.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	SPARK Communications
CCARD	6/30/2025	APA	558.00	040 ADMIN	Admin	Dues - Koirala, A
CCARD	6/30/2025	AMAZON	251.99	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	MVP Supplies
CCARD	6/30/2025	AMAZON	89.98	040 ADMIN	Admin	Office Supplies
CCARD	6/30/2025	AMAZON	77.62	040 ADMIN	Admin	Office Supplies
CCARD	6/30/2025	AMAZON	66.81	040 ADMIN	Admin	Office Supplies
CCARD	6/30/2025	AMAZON	76.94	040 ADMIN	Admin	Office Supplies
CCARD	6/30/2025	AMAZON	22.94	650 DPH/SS	Department of Public Health - Shared Services	PHE Supplies
CCARD	6/30/2025	CONSTANT CONTACT	7.74	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	SMS Upgrade
CCARD	6/30/2025	DELTA AIRLINES	1,010.58	709 MMP/BFF25	Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus	Travel - Pelto, K
CCARD	6/30/2025	NADO	740.00	709 MMP/BFF25	Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus	Conference - Pelto, K
CCARD	6/30/2025	NSO	2,533.00	650 DPH/SS	Department of Public Health - Shared Services	Insurance - Carnes-Jannen, S
CCARD	6/30/2025	AMAZON	20.95	040 ADMIN	Admin	Office Supplies
CCARD	6/30/2025	PROF TRNG LLC	129.00	440 MassDOT/TPL	MA Department of Transportation Planning	Training - Kus, C
CCARD	6/30/2025	AMAZON	35.99	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	PEC Supplies
CCARD	6/30/2025	AMERICAN HEART ASSOC	199.26	518 FRCOG/BMRC	FRCOG - Berkshire County Medical Reserve Corps	MRC Supplies
CCARD	6/30/2025	AMAZON	273.15	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	PEC Supplies
CCARD	6/30/2025	VISTAPRINT	259.27	709 MMP/BFF25	Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus	BFF Supplies

BERKSHIRE REGIONAL PLANNING COMMISSION
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CCARD	6/30/2025	AMAZON	360.97	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	PEC Supplies
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6,948.19

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
CCARD	6/18/2025	MARKETPLACE CAFÉ	38.57	526 BCSO/OPIOID	Berkshire County Sheriff's Office - Opioid Prevention	Meals - Youth Forum
CCARD	6/18/2025	NATL COUNCIL FOR MENTAL WELLBEING	2,337.50	814 BERKA/TRN	Berkshire AHEC: Berkshire Area Health Education Center - Training Reimbursement	Youth Instr Training - Gonzalez, O
CCARD	6/25/2025	HYATT	797.64	816 NEHA/FDA/RFFM	National Environmental Health Association - US Food and Drug Administration FDA	Travel Lodging - Stine, J

3,173.71

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Department</u>	<u>Department Description</u>	<u>Expense</u>
BRPC_9068	6/30/2025	BOXCAR MEDIA	199.00	806 BHS/NOCOCC	Berkshires Health Systems Opioid - North County Community Coordinator	NOCOCC Advertising
BRPC_9068	6/30/2025	BERKS PRIDE	35.00	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	SPARK Communications
BRPC_9068	6/30/2025	APA	558.00	040 ADMIN	Admin	Dues - Koirala, A
BRPC_9068	6/30/2025	AMAZON	251.99	688 WSH/MVPA	Washington - Municipal Vulnerability Preparedness Action	MVP Supplies
BRPC_9068	6/30/2025	AMAZON	89.98	040 ADMIN	Admin	Office Supplies
BRPC_9068	6/30/2025	AMAZON	77.62	040 ADMIN	Admin	Office Supplies
BRPC_9068	6/30/2025	AMAZON	66.81	040 ADMIN	Admin	Office Supplies
BRPC_9068	6/30/2025	AMAZON	76.94	040 ADMIN	Admin	Office Supplies
BRPC_9068	6/30/2025	AMAZON	22.94	650 DPH/SS	Department of Public Health - Shared Services	PHE Supplies
BRPC_9068	6/30/2025	CONSTANT CONTACT	7.74	646 DPH/MASSCALL3	Department of Public Health MASS CALL 3B - Substance Misuse Prevention	SMS Upgrade
BRPC_9068	6/30/2025	DELTA AIRLINES	1010.58	709 MMP/BFF25	Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus	Travel - Pelto, K
BRPC_9068	6/30/2025	NADO	740.00	709 MMP/BFF25	Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus	Conference - Pelto, K
BRPC_9068	6/30/2025	NSO	2533.00	650 DPH/SS	Department of Public Health - Shared Services	Insurance - Carnes-Jannen, S
BRPC_9068	6/30/2025	AMAZON	20.95	040 ADMIN	Admin	Office Supplies
BRPC_9068	6/30/2025	PROF TRNG LLC	129.00	440 MassDOT/TPL	MA Department of Transportation Planning	Training - Kus, C
BRPC_9068	6/30/2025	AMAZON	35.99	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	PEC Supplies
BRPC_9068	6/30/2025	AMERICAN HEART ASSOC	199.26	518 FRCOG/BMRC	FRCOG - Berkshire County Medical Reserve Corps	MRC Supplies
BRPC_9068	6/30/2025	AMAZON	273.15	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	PEC Supplies
BRPC_9068	6/30/2025	VISTAPRINT	259.27	709 MMP/BFF25	Massachusetts Marketing Partnership / MA Office of Travel & Tourism - Berkshire Funding Focus	BFF Supplies
BRPC_9068	6/30/2025	AMAZON	360.97	652 DPH/SORPEC25	Department of Public Health - SOR-PEC Community Circle	PEC Supplies

6,948.19

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables
As of July 31, 2025

<u>Customer-Funder name</u>	<u>Invoice</u>	<u>Associated Project</u>	<u>Over 90 days</u>	<u>Total Due</u>	<u>Notes</u>
BAYSTATE MEDICAL CENTER	741-033125	741 BMC/MBI/DEBERK	11,273.36	11,273.36	Partial payment received
			11,273.36	11,273.36	
BERKSHIRE AHEC INC	814-063025-01		-	2,412.50	
			-	2,412.50	
BERKSHIRE COUNTY BOARDS OF HEALTH ASSOC	350-063025-04		-	380.11	
			-	380.11	
BERKSHIRE COUNTY SELECTMENS ASSOCIATION	071525 BRK MUNI		-	70.75	
			-	70.75	
BERKSHIRE HEALTH SYSTEMS	806.01-093024-01		-	10,687.50	
	806-123124-02		-	10,687.50	
	806-033125-03		-	10,687.50	
	806.01-062425-04		-	10,687.50	
			-	42,750.00	
BERKSHIRE HOUSING DEVELOPMENT CORP	284-FY25-Q3-BHDC	284 BPHA/PHN	600.00	600.00	Alecia left voicemail & resent invoice
	284-FY25-Q4-BHDC	284 BPHA/PHN	600.00	600.00	Alecia left voicemail & resent invoice
			1,200.00	1,200.00	
BERKSHIRE UNITED WAY INC	515.08-063025		-	3,929.24	
			-	3,929.24	
CITY OF NORTH ADAMS	785-063025		-	268,186.06	
			-	268,186.09	
CITY OF PITTSFIELD	753-063025-08		-	47,916.33	
	FY26-PTS		-	39,289.79	
			-	123,976.48	
	569.02-033125	569 DOER/REPA	14,005.27	14,005.27	Paid on 7/30/2025
	569-02-053125-07		-	11,162.50	
			14,005.27	25,167.77	
DEPT OF HOUSING AND COMMUNITY DEVELOPMENT	672-063025-08		-	23,852.04	
			-	23,852.04	
DEPT OF PUBLIC HEALTH	659.01 INSTALLMENT		-	135,000.00	
	646.03-043025		-	25,323.42	
	646.03-053125		-	24,624.11	
	646.03-063025		-	34,634.05	
	652.04-053125		-	5,454.43	
	652.04-063025		-	33,256.86	
ENVIRONMENTAL PROTECTION AGENCY	166.12-063025-01		-	3,747.71	
			-	3,747.71	
EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS	750.00-063025		-	14,359.00	
	751.00-063025		-	8,041.00	
	819-063025		-	15,000.00	
	820-063025		-	15,000.00	
	821-063025		-	12,000.00	
	822-063025		-	20,000.00	
	823-063025		-	17,500.00	
			-	101,900.00	
EXECUTIVE OFFICE OF HOUSING & ECONOMIC DEVELOPMENT	709.02-063025		-	37,500.00	
			-	37,500.00	
EXECUTIVE OFFICE OF HOUSING & LIVABLE COMMUNITIES	756-063025		-	19,102.47	
			-	19,102.47	
FRANKLIN REGIONAL COUNCIL OF GOVERNMENT	0518.01-063025-04		-	2,128.54	
	519.06-063025-01		-	12,987.30	
			-	15,115.84	
GREYLOCK FLUME	789-063025		-	1,332.58	
			-	1,332.58	
HOUSATONIC VALLEY ASSOCIATION	685.02-033125-03	685 HVA/BCCCP	225.00	225.00	Courteny to follow up
	685.02-063025-04		-	31,655.13	
			225.00	31,880.13	
MASSACHUSETTS CLEAN ENERGY CENTER	735-062425-2		-	30,000.00	
			-	30,000.00	
	440.09-053125-08		-	79,943.50	

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of July 31, 2025

MASSACHUSETTS DEPT OF TRANSPORTATION	440.09-063025		-	78,247.09	
	733.01-043025		-	1,534.97	
	733.01-053125		-	976.80	
			-	160,702.36	
MATTHEW GILBERT	JUL 2025 COBRA		-	39.65	
			-	39.65	
METROPOLITAN AREA PLANNING COUNCIL	717.02-063025		-	6,260.12	
			-	6,260.12	
NATIONAL ASSOC OF COUNTY & CITY HEALTH OFFICIALS	807-070125-05		-	18,000.00	
			-	18,000.00	
NORTHERN TREE SERVICE	4TH QTR FY25		-	1,711.63	
			-	1,711.63	
PARTNERS FOR A HEALTHIER COMMUNITY	781.00-063025-02		-	7,500.00	
			-	7,500.00	
PATRICIA MULLINS	JUL 2025 INSURANCE		-	113.45	
			-	113.45	
PETER WHITE	071625 BRK MUNI		-	25.00	
			-	25.00	
RIVER RUN APARTMENTS	284-FY25-Q3-RIV	284 BPHA/PHN	200.00	200.00	Payment in process
			200.00	200.00	
SUNOCO	FY25 - Q2	560 COMVEN/GPUR	421.78	421.78	Becky to follow up
	FY25 - Q3	560 COMVEN/GPUR	1,259.47	1,259.47	Becky to follow up
	4TH QTR FY25		-	880.28	
			1,681.25	2,561.53	
SUPERIOR PLUS ENERGY	4TH QTR FY25		-	2,236.29	
			-	2,236.29	
TONY GATUSSO	071525 BRK MUNI		-	25.00	
			-	25.00	
TOWN OF ADAMS	FY26-ADM		-	7,303.93	
			-	7,303.93	
TOWN OF BECKET	779.01-063025		-	20,246.57	
	779.01-063025		-	16,025.00	
			-	36,271.57	
TOWN OF CHESHIRE	669-033125	669 CHS/SW	634.25	634.25	Courteny to follow up
			634.25	634.25	
TOWN OF CLARKSBURG	784-033125-01	784 CLK/BRIC	996.81	996.81	Courteny to follow up
	664-033125	664 CLK/MVPA	35,073.90	35,073.90	Courteny to follow up
	0784-063025		-	684.38	
	664.01-063025		-	26,737.16	
			36,070.71	63,492.25	
TOWN OF DALTON	284-FY25-Q4-DAL	284 BPHA/PHN	1,555.36	1,555.36	Payment in process
	725.08-063025-02		-	2,448.82	
			1,555.36	4,004.18	
TOWN OF HANCOCK	724-063025-10		-	2,691.00	
			-	2,691.00	
TOWN OF LANESBOROUGH	725.07-063025-04		-	2,305.73	
			-	2,305.73	
TOWN OF LEE	714-063025-10		-	498.67	
	071625 BRK MUNI		-	50.00	
			-	548.67	
TOWN OF LENOX	071625 BRK MUNI		-	150.00	
			-	150.00	
TOWN OF MONTEREY	FY26-MON		-	979.40	
			-	979.40	
TOWN OF PERU	FY26-PER		-	728.06	
			-	728.06	
TOWN OF RICHMOND	FY26-RCH		-	1,258.47	
			-	1,258.47	
TOWN OF SAVOY	766-063025		-	206.79	
	FY26-SAV		-	576.91	
			-	783.70	

BERKSHIRE REGIONAL PLANNING COMMISSION

Aged Receivables

As of July 31, 2025

TOWN OF SHEFFIELD	745-063025		-	16,480.77	
	745.01-063025-PROJECTS		-	261,092.64	
	ARPAY-00081		-	(115.00)	
			-	277,458.41	
TOWN OF WASHINGTON	688-063025-03		-	193,005.44	
			-	193,005.44	
UNITED STATES DEPT OF AGRICULTURE	715-063025-22		-	51,874.89	
			-	51,874.89	
WEST OIL	4TH QTR FY25		-	1,108.23	
			-	1,108.23	
WESTERN MASS PUBLIC HEALTH ASSOCIATION	616.01-CONTRACT BAL		-	5,145.30	
			-	5,145.30	
WESTERN REGION HOMELAND SECURITY	796-053125-01		-	17,932.53	
			-	17,932.53	

REPORT TOTAL

91,479.02

1,870,286.09



Bank

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CREDITLINE (x0001)

Current Balance	\$0.00
Available Credit	\$500,000.00
Amount Due	\$0.00
Payment Due Date	Aug 5, 2025

Filter: **Last 30 days**

Date	Description	Debit	Credit
------	-------------	-------	--------



MEMORANDUM

TO: Executive Committee, Berkshire Regional Planning Commission
FROM: Laura Brennan, Assistant Director, on behalf of Thomas Matuszko
DATE: July 31, 2025
SUBJ: Agenda Items – August 7, 2025, Executive Committee Meeting

VI. Items Requiring Action

A. Vote to Approve the Submission of a Grant Application to the Fallon Health 2025 Community Impact Grant*

The Executive Committee is requested to authorize the Executive Director to submit a grant application to the Fallon Health 2025 Community Impact Grant and sign any resulting contracts and agreements. This grant would supplement the [SPARK](#) Youth Substance Use Prevention and Mental Health Promotion Coalition's implementation of the Active Minds program in the Pittsfield Public Schools, which will establish a sustainable peer-to-peer youth mental health support system. This one-year grant allows for funding of \$14,783. There is no match required. There would be subcontractors. BRPC contacts are Andy Ottoson, aottoson@berkshireplanning.org and Noé González Ortiz, ngonzalezortiz@berkshireplanning.org

B. Vote to Approve the Submission of a Grant Application (after the fact) from the Toxics Use Reduction Institute (out of UMass Lowell) to Microplastics Reduction in Berkshire County*

The Executive Committee is requested (after the fact) to authorize the Executive Director to accept a grant application from the Toxics Use Reduction Institute (out of UMass Lowell) and sign any resulting contracts and agreements. This grant will allow for education around plastics use to the public, research and education to food establishments, especially those that do take out, about alternatives to plastics, and to develop a municipal toolkit for reduction of plastics. FY 26 funding is \$15,000. There is no match. There are not expected to be subcontractors. BRPC lead is Jaymie Zapata, jzapata@berkshireplanning.org.

C. Vote to Approve the Submission of a Grant Application to the US Department of Agriculture (USDA) for the Rural Community Development Initiative (RCDI)*

The Executive Committee is requested to authorize the Executive Director to submit a grant to the US Department of Housing and Urban Development (HUD) and sign any resulting contracts and agreements. This grant will allow for education and technical assistance to local Affordable Housing Trusts, Planning Boards, and Town Administrators on housing development initiatives. Funding is expected to be up to \$500,000 over the course of a three-year

grant period. There are not expected to be subcontractors. BRPC lead is Brett Roberts, broberts@berkshireplanning.org.

D. Vote to Approve the Submission (after the fact) of a Grant Application to MIIA Wellness Program*

The Executive Committee is requested to authorize the Executive Director to submit a grant application (after the fact) to the Massachusetts Interlocal Insurance Association (MIIA) Wellness Grant "A Great Place to Work" program and approve any resulting contracts and agreements. This MIIA provides an opportunity to establish and sustain an excellent work environment. BRPC was awarded the full \$5,000 allotment. The funds will be used to continue providing healthy snacks for the office. The staff lead on this application is Marianne Snizek, msnizek@berkshireplanning.org.

E. Vote to adopt the following personnel benefits as formal policies* (materials included in meeting packet):

- a. Jury Duty Policy**
- b. Military Leave Policy**
- c. Veterans Leave Policy**

VII. Committee Updates, Reports, and Discussion

A. Commission Development Committee

The Commission Development Committee did not meet in July 2025.

B. Environmental Review Committee

The Environmental Review Committee did not meet in July 2025.

C. Finance Committee

The Finance Committee did not meet in July 2025.

D. Regional Issues Committee

The Regional Issues Committee did not meet in July 2025.

E. Berkshire Brownfields Committee

The Berkshire Brownfield Committee did not meet in July 2025.

F. Berkshire Metropolitan Planning Organization (MPO)

The MPO did not meet in July 2025.

G. Comprehensive Economic Development Strategy (CEDS) Committee

The CEDS Committee did not meet in July 2025.

H. Transportation Advisory Committee (TAC)

The Transportation Advisory Committee did not meet in July 2025.

VIII. Executive Director's Report and Discussion

A. Report on New Contracts/Agreements

New Grants and Contracts received/initiated from 6/24/25 – 7/25/25

- Lanesborough – Stormwater Management - \$16,650
- Milltown - Outdoor Recreation 2025 - \$2,450
- Cheshire – Stormwater Management - \$7,500

- Executive Office of Housing & Living Communities - Sustainable Berkshires Regional Comprehensive Plan Update - \$150,000
- Lanesborough - Open Space and Recreation Plan - \$30,000
- Great Barrington – Procurement Services - \$2,550
- Executive Office of Energy & Environmental Affairs - Priority Redevelopment Sites Strategy for Berkshire County - \$37,500
- Berkshire United Way – FY26 Support - \$5,000

Grants and Contracts not received.

- Justice Community Overdose Innovation Network (JCOIN) for a Rapid Innovation Grant (J-RIG). This was a very competitive grant. BRPC was encouraged to apply in the future.
- On Behalf of MARPA (Massachusetts Association of Regional Planning Agencies) the Northern Middlesex Council of Governments (NMCOG) submitted a joint application in response to an RFQ from the Executive Office of Energy and Environmental Affairs regarding consulting services to develop the Massachusetts Integrated Land Use Strategy (MILUS). This proposal involved all RPAs in the Commonwealth, to varying degrees. MARPA was not selected by EOEEA as the consultant for MILUS.

B. Berkshires Tomorrow Inc. (BTI) Update

- The BTI Board approved to increase the limit on Berkshire's Tomorrow debit card from \$5,000 to \$10,000. An increase was needed for BTI's Microsoft online service invoice, which has increased.
- The BTI Board approved BTI's president should sign the consulting agreement for the FY26 subcontractor for Consulting Services for Federal Fund Accountability and Transparency Act Subaward Reporting System (FSRS) and sub-award grant compliance.

C. Staff Updates

- Resignation
 - Monasia Ceasar – Public Health Inspector Trainer

D. Seasonal Communities Advisory Council Update

The Executive Office of Housing and Livable Communities (EOHLC) will continue to hold virtual listening sessions in July. Established by the Affordable Homes Act in August 2024, the Seasonal Communities Designation is designed to provide a unique set of housing tools to communities with significant seasonal variation in housing and employment. You can read more about the designation by clicking [here](#).

In each session, EOHLC will provide a brief overview of the designation and the work EOHLC is doing to develop regulations structuring the tools it makes available to communities before opening for public feedback. Regulations are still in development, and as a result, these sessions will not provide definitive answers on questions about final regulations, but rather, will give residents the chance to shape how regulations answer these questions. Participants need to Register in advance using session-specific links below:

- July 9, 2025 @ 6PM – [Register Here](#)

- July 17 @ 11AM – [Register Here](#)

Questions? Contact: eohlcseasonalcommunities@mass.gov

E. Passenger Rail

- [West-East Rail](#) – Nothing new to report since last month.
- [Berkshire Flyer](#) – Amtrak has issued an official notice indicating that Berkshire Flyer train service will be replaced by buses between Albany and Pittsfield for the duration of its seasonal service.
- [Northern Tier Passenger Rail](#) – No new information is available on the grant funding announcement for the Corridor ID program. MassDOT Office of Transportation is working with FRCOG to prepare a contract to fund the procurement of a consultant to conduct an Economic Impact Analysis.

F. MassDOT LEAP Program

MassDOT has launched the Local Early and Actionable Planning (LEAP) program to help municipal officials jump-start infrastructure projects, providing planning and early-stage design assistance to towns and cities across Massachusetts, with a particular focus on rural and economically disadvantaged communities. A press release is included in the meeting material packet.

G. AGO Dover Amendment Guidance and EEC Notice of Change to the Dover Amendment, M.G.L. c.40A, § 3

The Attorney General's Office has released a [comprehensive guidance document](#) to assist communities in understanding the exemptions provided to religious and educational uses through MGL Chapter 40A, Section 3, also known as the "Dover Amendment." Additionally, communities should be aware of a change made to Section 3 in July of 2024 as part of the approval of the FY2025 state budget. Section 3 was amended to include explicit language providing zoning protections to family child care homes and large family child care homes. The language officially reads: "Family child care home and large family child care home as defined in section 1A of chapter 15D shall be an allowable use and no city or town shall prohibit or regulate such use in its zoning ordinances or by-laws.". A summary is included in the meeting material packet.

H. MA Building Decarbonization Clearinghouse Final Report and upcoming Mass Save Reforms Webinar

- The Executive Office of Energy and Environmental Affairs (EEA) has released the [Massachusetts Building Decarbonization Clearinghouse Final Report](#), which details EEA's initiative to assess current and future building energy programs and explore options to create more equitable and streamlined services.
- An upcoming webinar on August 27th from 10 to 11 am will explain proposed changes to Mass Save in the Healey-Driscoll Administration's Energy Affordability, Independence, and Innovation Act filed in May 2025. Registration is available here: https://zoom.us/webinar/register/WN_VLRIsa31Q_qdW_XimPTGTw#/registration

I. MARPA & DLS Conference

Registration is open for the 2025 MARPA and DLS Conference on Tuesday, October 7th. The event will be held in Worcester at the College of the Holy Cross from 9 am to 12:30 pm. Registration at: www.mapc.org/event/2025-marpa-and-dls-conference/

IX. Old Business

A. Discussion about the BRPC Annual Meeting

We continue to work towards securing a speaker for the Annual Meeting. As a reminder, we have reserved the Proprietors' Lodge in Pittsfield for Thursday, October 16, 2025, as the date for our annual meeting. Please save the date.

B. Discussion about the Kusik Award

The Kusik Award was instituted to recognize projects, groups, or individuals who have made outstanding contributions to planning in Berkshire County. Nominations will be due by August 25th, with the Executive Committee making its decision at the September 4th meeting and the award presented on October 16th. A nomination form is included in the meeting material and is available on the BRPC website: berkshireplanning.org/about/kusik-award/

X. New Business

A. Discussion of Topics for the September 18 Commission Meeting

Potential topics for September 18, 2025, Commission Meeting include:

- Presentation from EOHLC ADU Coordinator re: new ADU law and regs.
Claire Morehouse will:
 - Share updated ADU resources, including pre-recorded webinars, model zoning, MLU look-up tool, and other technical assistance materials
 - Highlight key FAQs and best practices
 - Provide an overview of our office's current efforts and upcoming ADU-related initiatives—including stakeholder outreach, data collection, design competition, and more
 - Address any additional Q&A from RPA and municipal staff on the new law and regulations
- Roundtable Discussion of Municipal Items

XI. Adjournment*

Additional Meeting Material:

- 2025.07.01 Executive Committee Meeting Minutes – Unapproved DRAFT
- 2025.06.26 – 2025.07.25 Expenditures Report
- 2025.07 Accounts Receivable Report
- 2025.07 Line of Credit Report
- 2025.07.31 Executive Director Memorandum
- Kusik Award Nomination Form 2025
- June 2025 – Technical Assistance Memorandum
- Proposed Jury Duty, Military Leave, and Veterans Leave Policies
- MassDOT LEAP Program press release
- EEC Notice of Change

Jury Duty Policy



Policy

Employees serving on jury duty will be granted leave for the entire length of the trial. BRPC will pay the employee for the first three days of the trial, an amount equal to the difference between the compensation paid for the normal working period and the amount paid by the court, excluding allowance for travel. The amount due the employee shall be paid upon presentation of proper evidence for monies received for jury duty. After the first three days, the employee may, but is not required, to use their accrued leave to continue receiving pay while serving. Employees will not be given mandatory work assignments that interfere with jury duty.

Military Leave Policy



Policy

BRPC intends to comply with all applicable provisions of the Uniformed Services Employment and Reemployment Rights Act. Employees who are absent from employment due to service in the Uniformed Services will remain employed and be restored to their position of employment upon their return. Uniformed Services comprises the Armed Forces, the Army National Guard, the Air National Guard, the commissioned officer corps of the Public Health Service and the National Oceanic and Atmospheric Administration, members of the National Disaster Medical Service, members of the National Urban Search and Rescue System, and FEMA Reservists.

During the employee's period of absence, they will not be subjected to loss of seniority, service, or benefits. Employees may elect to continue existing BRPC health plan coverage for themselves and their dependents for up to 24 months while in the military.

Individuals who are currently or have previously been members of the Uniformed Services, or individuals who have applied for membership in the Uniformed Services, shall not be subjected to discrimination with regard to hiring, re-employment, retention in employment, promotion, or any employment benefit because of their Uniformed Services membership status.

While on leave, an employee may choose to use accrued paid time off to continue to be paid, except for sick leave, since sick leave may not be used for non-illness-related reasons.

Veteran's Leave Policy



Policy

An employee who is a veteran or a member of a department of war veterans listed in G.L. c. 8, § 17 shall be granted unpaid leave to participate in Memorial Day exercise, parade, or service in the employee's community of residence.

An employee who is a veteran or a member of a department of war veterans listed in G.L. c. 8, § 17 shall be granted unpaid leave to observe Veterans Day.

This section shall not apply to employees whose services are essential and critical to the public health or safety and determined to be essential to the safety and security of BRPC or its property.



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NEWS

MassDOT Launches New Initiative to Support Transportation Planning in Rural and Underserved Communities

Total of \$1 million available from LEAP Program to support early-stage design needs for municipal transportation projects

7/17/2025

Massachusetts Department of Transportation

BOSTON — The Massachusetts Department of Transportation (MassDOT)'s Office of Transportation Planning (OTP) is launching the Local Early and Actionable Planning (LEAP) Program to help municipal officials jump start infrastructure projects. The LEAP Program will provide planning and early-stage design assistance to towns and cities across Massachusetts with a particular focus on rural and economically disadvantaged communities as these communities often face significant barriers when it comes to initiating transportation projects due to limited funding and staffing. The funding, totaling approximately \$1 million, is included in Governor Healey's Capital Investment Plan this year and will be funded as part of MassDOT's capital budget for FY 2026.

"Our goal is to empower community leaders with the tools and support they need to bring priority projects to life," said **Transportation Secretary and CEO Monica Tibbits-Nutt**. "Through the LEAP Program, we're helping local governments take

that critical first step—positioning them to secure the resources needed to advance transportation projects that make streets safer, more connected, and more accessible for everyone, whether they’re walking, biking, riding transit, or driving.”

The LEAP Program is structured in a way that allows municipal staff to request the support they need for early-stage planning and design activities, including, but not limited to:

- Conceptual Design and Alternatives Analyses, for example, hydraulic and geotechnical analysis.
- Safe Streets Network Strategy
- Design & Engineering for Smaller-Scale Projects (e.g. Complete Streets Program Projects)
- Federal Grant Application Development
- Safety Analysis, for example, conduct crash pattern evaluation
- Traffic Analysis, for example, collect traffic volume data
- Speed Studies
- Cost Estimation
- Visual and Mapping Support

The total amount available statewide in Fiscal Year 2026 for the LEAP Program is \$1 million. MassDOT anticipates providing municipalities with approximately \$25,000 to \$100,000 per project. The focus of LEAP is on helping under resourced communities access federal and state transportation funding programs.

Municipal leaders may immediately begin requesting support through [the online form](https://mbta.qualtrics.com/jfe/form/SV_d5YEu8i81ktYxIY) (https://mbta.qualtrics.com/jfe/form/SV_d5YEu8i81ktYxIY).

To help local officials and stakeholders learn more about the LEAP Program and application process, MassDOT staff will be presenting at a series of public

meetings across the Commonwealth. These meetings will be scheduled throughout July, August, and September and information will be posted online at the link below when available.

For more information about the program, eligibility criteria, and upcoming events, please visit the [MassDOT Municipal Planning and Support website](https://massdot-municipal-planning-and-support) (/massdot-municipal-planning-and-support) or contact [Derek Krevat](#), Manager of Municipal Planning & Support.



Massachusetts Department of Transportation

Our mission is to deliver excellent customer service to people traveling in the Commonwealth by providing transportation infrastructure which is safe, reliable, robust and resilient. We work to provide a transportation system which can strengthen the state's economy and improve the quality of life for all.

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NOTICE OF CHANGE TO THE DOVER AMENDMENT, M.G.L. c. 40A, § 3

As part of the FY25 enacted budget signed by Governor Healey on July 29, 2024, changes were made to the so-called Dover Amendment, M.G.L. c. 40A, § 3.

The amended Section 3 reads:

Section 3 of chapter 40A of the General Laws, as so appearing, is hereby amended by striking out the fifth paragraph¹ and inserting in place thereof the following paragraph:-

Family child care home and large family child care home as defined in section 1A of chapter 15D **shall be an allowable use** and **no city or town shall prohibit or regulate such use** in its zoning ordinances or by-laws.

M.G.L. c. 40A, § 3 (emphasis added).² As detailed above, the Legislature has amended G.L. c. 40A, § 3 to explicitly provide that family child care homes and large family child care homes are an **allowable** use, which **shall not be prohibited or regulated** by a city or town's zoning ordinances or by-laws.

¹ The now stricken paragraph 5 of M.G.L. c. 40A, § 5 previously read: "Family child care home and large family child care home, as defined in section 1A of chapter 15D, shall be an allowable use unless a city or town prohibits or specifically regulates such use in its zoning ordinances or by-laws."

² FY2025 enacted budget Outside Section 76, available at <https://budget.digital.mass.gov/summary/fy25/outside-section/section-76-family-childcare-zoning/>.



NOMINATION FORM

Charles Kusik Award for Outstanding Contributions to Planning in Berkshire County

The Charles Kusik Award was instituted to recognize projects, groups, or individuals who have made outstanding contributions to planning in Berkshire County. Employees, Delegates, and Alternates to the Berkshire Regional Planning Commission are not eligible for the award.

I nominate the following for the Charles Kusik Award:

I believe that this project, group, or individual deserves the award because:

Send nominations to tmatuszko@berkshireplanning.org

Nominations Due by August 25, 2025



MEMORANDUM

TO: Delegates and Alternates, Berkshire Regional Planning Commission

FROM: Thomas Matuszko, Executive Director

DATE: July 24, 2025

RE: **June 2025 Assistance Activities**

This report highlights technical assistance provided by BRPC staff for June 2025. This assistance was in response to requests identified in the Board/Organization column. Responses were supported by local assessment or grant funds, if available and permitted by the funding agencies. This report is intended to inform municipal officials about how local assessment funds are used and indicate the types of local and technical assistance BRPC can provide. If assistance may be useful to your community, please feel free to contact us for details.

Town/City/State	Municipal Technical Assistance	Board/Organization
Clarksburg	Assistance on the Middle Rd. bridge rehab	Board of Selectman
North Adams	Rte. 2 overpass study and Research traffic and safety data.	Mayor
Williamstown	Assistance on Rte. 43 Pedestrian safety issues.	Board of Selectman

Assistance Recipient	Municipal Technical Assistance	Organization
Berkshire County	Review Local Early State Actionable Planning Program guidance.	All Towns
Berkshire County	Review MassWORK applications	All Towns Applying