



BRPC

Berkshire Regional Planning Commission

MALCOLM FICK, Chair
BUCK DONOVAN, Vice-Chair
SHEILA IRVIN, Clerk
JOHN DUVAL, Treasurer
THOMAS MATUSZKO,
Executive Director

MEETING NOTICE

There will be a meeting of the
BERKSHIRE REGIONAL PLANNING COMMISSION
on Thursday, September 18, 2025 at **7:00 p.m.**

This will be 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

The Meeting can be accessed at: <https://us02web.zoom.us/j/3926128831?omn=88032419279>
Meeting ID: 392 612 8831

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

Agenda

(All times approximate)
(7:00-7:05)

I. Opening

- a) *Call to Order and Open Meeting Law Statement*
- b) *Roll Call of Commission Members Attending the Meeting*
- c) *Vote to Approve Minutes of the July 17, 2025 Full Commission Meeting*

II. Welcome to Newly Appointed Delegates or Alternates (7:05-7:10)

Newly elected Delegates or appointed Alternate Delegates attending their first Commission meeting are invited to introduce themselves.

III. Comments from Berkshire Regional Planning Commission Delegates and Alternates (7:10-7:15)

BRPC Delegates & Alternates may offer comments on any item not on the agenda. Discussion or action will be referred to a future meeting and not discussed at this meeting.

IV. Comments from the Public (7:10-7:15)

Members of the public may offer comments regarding topics on the agenda or other matters they wish to bring to the Commission's attention. Comments are to be directed to the Commission. Commenters must state their names and the city or town they are from. Any discussion or action will be referred to a future meeting and not discussed at this meeting.

V. Presentation on and Discussion about the new Accessory Dwelling Unit (ADU) Law and Regulations (7:15 – 8:00)

The Executive Office of Housing and Livable Communities (EOHLC) ADU Coordinator Claire Morehouse will discuss resources and technical assistance material, highlight key FAQs and best practices, highlight current and upcoming EOHLC ADU-related initiatives, and engage in a question-and-answer session.

- VI. Presentation & Discussion of Executive Committee Actions (8:00-8:05)**
Executive Committee actions taken on the Commission's behalf during the August 7, 2025, and September 4, 2025, meetings are presented for information and discussion.
- VII. Presentation of the Home Modification Loan Program (8:05-8:15)**
The Home Modification Loan Program (HMLP) provides no-interest loans to modify or adapt the homes of older adults and individuals with disabilities, residing in the Commonwealth of Massachusetts. BRPC administers that program in Berkshire County for the Community Economic Development Assistance Corporation (CEDAC). Principal Planner Brett Roberts will describe the program.
- VIII. Open Discussion by Commission Members about Current Items of Interest in their City or Town (8:15 – 8:25)**
Delegates and Alternates are encouraged to discuss key items of interest in their City or Town, such as town meeting updates, development proposals, changes in municipal leadership, proposed development projects, etc.
- IX. Report and Discussion of the Executive Director's Report (8:25 – 8:30)**
- X. Adjournment (8:30)**

Other interested citizens and officials are invited to attend.

All times listed are estimates of when specific agenda items may be discussed.

City and Town Clerks: Please post this notice



DRAFT FULL COMMISSION MEETING MINUTES **July 17, 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. Opening

A. The meeting was called to order at 7:00 pm.

Chair Malcolm Fick stated that in accordance with the provisions of the Massachusetts Open Meeting Law:

Meetings of the BRPC Commission Committee are recorded. Others may record meetings after informing the Chair that they wish to do so, as long as the method of recording does not interfere with the conduct of the meeting.

If anyone is planning on presenting any materials at this meeting, copies must be left with the Chair to be part of the record of the meeting. Copies may be provided in any form, with electronic versions always being helpful to easily retain the required records.

B. The following Commission members were present:

Peter Traub – Cheshire Delegate
Mary McGurn – Egremont Delegate
Pedro Pachano- Great Barrington Delegate
Malcolm Fick – Great Barrington Alternate
Buck Donovan – Lee Delegate
Mark Smith – Lenox Delegate
John Flecher – Otis Delegate
Sheila Irvin – Pittsfield Delegate
Sari Hoy – Sheffield Delegate
Christine Rasmussen – Stockbridge Alternate
Erik Reardon – Williamstown Delegate
Douglas McNally – Windsor Delegate

Towns with no Delegate or Alternate present:

Adams, Alford, Becket, Clarksburg, Dalton, Florida, Hancock, Hinsdale, Lanesborough, Monterey, Mount Washington, New Ashford, New Marlborough, North Adams, Peru, Richmond, Sandisfield, Savoy, Tyringham, Washington, West Stockbridge

Staff Present:

Thomas Matusko, Laura Brennan, Marianne Snizek, Clete Kus, and Anuja Koirala

Others Present:

Dan Brass, Lenox
Jessica Klion, Foursquare ITP

C. Vote to Approve Minutes of the May 15, 2025 Commission Meeting

Doug McNally motioned to approve May 15, 2025, draft meeting minutes. Sheila Irvin seconded the motion. A roll call vote approved it: Mary McGurn, Pedro Pachano, Buck Donovan, Mark Smith, John Flecher, Sheila Irvin, Sari Hoy, Christine Rasmussen, and Doug McNally.

Abstained: Peter Traub, Erik Reardon

II. Welcome to Newly Appointed Alternate or Alternate Delegates

Newly elected Delegates or appointed Alternate Delegates are invited to introduce themselves.

John Fletcher, Otis Delegate
Dan Brass, Lenox Planning Board member
Erik Rearson, Williamstown Planning Board member and is the Berkshire Watershed Director at Housatonic Valley Association.

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

BRPC Delegates & Alternates offered comments on any item not on the agenda. Discussion or action will be referred to a future meeting and not discussed at this meeting.

Doug McNally welcomed all new members.

Buck encouraged all to attend meetings stating the towns miss out on a lot if they do not attend. Also attend the network sessions were towns are working together.

Malcolm encouraged new members to review the acronyms and abbreviations on BRPC's website:

<https://berkshireplanning.org/reports/brpc-planning-acronyms-and-abbreviations/>

Tom reported new material will be sent to Delegates and Alternates soon.

IV. Comments from the Public

There were no comments.

V. Presentation on and Discussion about the Berkshire County Micro-Transit Feasibility Study

Micro-Transit is a flexible, on-demand transportation service that combines elements of public buses and private ridesharing, offering a more responsive and personalized transit experience.

Anuja Koirala, Principal Transportation Planner, explained that the feasibility study began in January. Public Outreach, open houses and a survey are all happening in July. Anuja encouraged all to take the survey. Learn more about the study here: tinyurl.com/BRPCmicro

Jessica Klion, Project Manager & Senior Transportation Planner with Foursquare ITP, the consultant conducting the feasibility study, provided an update on the current work. The study aims to develop recommendations for a pilot micro-transit service. Jessica gave a project overview, an introduction to micro-transit, needs assessment findings, preliminary service scenarios, and next steps. The goal is to provide a sustainable, permanent micro-transit service beyond the life of the study.

The needs assessment examines existing transit options, transit productivity, key destinations, demographic and socioeconomic factors, and travel flows. A micro-transit suitability index is developed based on these conditions. Transit potential and transit need indices are used to identify areas suitable for micro-transit. Maps showing transit potential and need are presented, highlighting areas with high density and need for transit service. Travel demand and existing transit productivity are analyzed using a travel demand model, focusing on shorter trips, non-peaked travel, and trips between lower-density areas. Maps showing travel demand suitability are presented, highlighting areas suitable for micro-transit and fixed route service. Existing transit productivity is examined to identify areas with lower ridership that could benefit from micro transit. The analysis combines all factors to identify areas most suitable for micro transit based on transit need, travel demand, and existing transit productivity.

Jessica outlined how to establish a micro-transit service, including governance, funding, direct management and oversight, and direct operations. Options for governance and management structures are discussed, including BRTA leading the charge and localized Administration by major towns and cities. Service delivery models were presented, including directly operated, fully contracted, and hybrid models. The advantages and disadvantages of each model are discussed, emphasizing the need for a flexible approach.

Jessica discussed designing a micro-transit Service. Designing a micro transit service includes identifying zones, examining travel flows, and developing boundaries and estimated costs. Three service scenarios were presented: low coverage, moderate coverage, and high coverage. Each scenario focuses on different areas, with the low coverage scenario focusing on North County, Central County, and South County.

The moderate coverage scenario expands coverage to include all of Pittsfield and parts of central County. The high coverage scenario covers almost the entire County, except for areas best served by existing services like the South County Connector.

Jessica explained how the service works, similar to Uber and Lyft, with a cell phone app for requesting rides and customer service representatives for dispatching. Micro transit offers more coverage and responsiveness than

fixed route or traditional dial-a-ride services. The South County Connector in Great Barrington is a successful existing micro transit service.

Action items are to conduct public engagement events and explore partnership opportunities with entities like Tanglewood to subsidize or expand the micro-transit service. Investigate implementing services for specific needs, such as after-school transportation.

Jessica emphasizes the importance of public engagement and stakeholder input in refining the service scenarios. The next steps include finalizing the service scenarios, developing detailed implementation plans, and continuing public Outreach. The goal is to provide a sustainable, permanent micro-transit service that meets the needs of Berkshire County residents and visitors. **Link to BRPC Microtransit Feasibility Study:** <https://brpc-fitp.hub.arcgis.com/>

VI. Presentation of Executive Committee Actions

Executive Committee actions taken at the June 5, 2025, and July 1, 2025, meetings were in the meeting materials packet. There were no comments.

Malcolm explained that the Executive Committee meets every month. The Commission can ask questions or comment on the Executive Committee's Actions taken.

Mark Smith asked about the Buildout analysis. Laura Brennan explained that the analysis is a study that only looks at areas suitable for new growth.

VII. Vote to Elect BRPC Officers for FY 2026

The Regional Planning Law requires BRPC Officers to be elected annually. The following slate of officers was proposed for FY 2026:

- Chair: Malcolm Fick, Great Barrington Alternate
- Vice Chair: Buck Donovan, Lee Delegate
- Clerk: Sheila Irvin, Pittsfield Delegate
- Treasurer: John Duval, Adams Alternate

There were no Nominations from the floor.

Doug McNally moved to Elect the BPRC Officers for FY 2026:

Chair: Malcolm Fick, Great Barrington Alternate

Vice Chair: Buck Donovan, Lee Delegate

Clerk: Sheila Irvin, Pittsfield Delegate

Treasurer: John Duval, Adams Alternate

Pedro Pachano seconded the motion. A roll call vote approved it:

Peter Traub, Mary McGurn, Pedro Pachano, Buck Donovan, Mark Smith, John Flecher, Sheila Irvin, Sari Hoy, Christine Rasmussen, Erik Reardon, and Doug McNally.

VIII. Vote to Approve At-Large Members of the Executive Committee as Appointed by the Commission Chair

The BRPC Bylaws require the Commission to approve the appointment of at-large members of the BRPC Executive Committee. The Commission Chair has appointed the following BRPC Executive Committee members for FY 26:

- Kyle Hanlon, North Adams
- Sam Haupt, Peru

Mark Smith moved to Approve At-Large Members of the Executive Committee as Appointed by the Commission Chair. Doug McNally seconded the motion. A roll call vote approved it: Peter Traub, Mary McGurn, Pedro Pachano, Buck Donovan, Mark Smith, John Flecher, Sheila Irvin, Sari Hoy, Christine Rasmussen, Erik Reardon, and Doug McNally.

IX. Vote to Approve Committee Chairs of BRPC Special and Standing Committees of the Commission as Appointed by the Commission Chair

The BRPC Bylaws require the Commission to approve the appointment of BRPC Special and Standing Committee Chairs. The Commission Chair has appointed the following Committee Chairs for FY26.

Berkshire Brownfields Committee Chair - Sheila Irvin (Pittsfield)
Regional Issues Committee Chair - Christine Rasmussen, (Stockbridge)
Commission Development Committee Chair Doug McNally, (Windsor)
Environmental Review Committee Chair Mark Smith, (Lenox)
Berkshire Comprehensive Economic Development Strategy Chair Chris Rembold (Great Barrington)

Doug McNally moved to Approve Committee Chairs of BRPC Special and Standing Committees of the Commission as Appointed by the Commission Chair. Pedro Pachano seconded the motion. A roll call vote approved it: Peter Traub, Mary McGurn, Pedro Pachano, Buck Donovan, Mark Smith, John Flecher, Sheila Irvin, Sari Hoy, Christine Rasmussen, Erik Reardon, and Doug McNally.

X. Report and Discussion of the Executive Director's Report
A. Vote BRPC Meeting Schedule

July 1 starts a new fiscal year for BRPC. The meeting schedule for the year is in the meeting materials. Meetings will continue virtually for the year unless otherwise notified. The Executive Committee generally meets at 4:00 pm on the first Thursday of the month. The full Commission generally meets at 7:00 pm on the third Thursday of the month. These are public meetings, so all are welcome to attend. The Executive Committee meetings are more business focused with business conducted by the Executive Committee members. While Delegates and Alternates are welcome at Executive Committee meetings if they are not a member of the Executive Committee they are not allowed to vote. Full Commission meetings are more informative and have broader discussion. Delegates and Alternate Delegates are expected to attend and participate in those meetings.

B. BRPC Delegates and Alternate Delegates

The BRPC Policy body is made up of two representatives from each of the 32

municipalities in Berkshire County, the Delegate or Alternate Delegate (also called Alternate for short).

- Delegate: One municipal representative to BRPC, the Delegate, is from the Planning Board, in a town, or Community Development Board in a city. This member is voted on by the Planning Board or Community Development Board.
- Alternate Delegate (Alternate): The other municipal representative to BRPC, the Alternate Delegate is appointed by either the Select Board, Town Manager, or Mayor. This is an annual appointment. The only requirement for this position is that the Alternate Delegate needs to be a resident in the municipality they represent.

If a city or town Planning or Community Development Board has not voted for a Delegate, a request was made to please do so as soon as possible. A simple to use form was included in the meeting material.

C. Guidance on Regulation of Religious and Educational Uses of Land Under the Dover Amendment,

Dealing with Religious and Education land use issues can be challenging for local boards. The Massachusetts Attorney General's Office has prepared a comprehensive guidance document, [Dover Amendment Protection of Religious and Educational Land Uses | Mass.gov](#). The AG's Office will be conducting a series of seminars/educational outreach sessions as well.

D. BRPC Committee Membership

Much of the policy work of BRPC is done by various committees. A list of Committee members was attached.

Malcolm encouraged Delegates and Alternates to consider joining a BRPC Committee.

E. Massachusetts Integrated Land Use Strategy

At the most recent Fifth Thursday dinner, BRPC received a presentation about the effort by the state to develop an Integrated Land Use Strategy, which attempts to reconcile the many policy initiatives of the Administration, some of which might be conflicting. Tom also reported that MARPA, the Massachusetts Association of Regional Planning Agencies, had submitted a proposal to be the consultant for this comprehensive effort. The MARPA proposal was unsuccessful, but regional planning agencies would still have a role in outreach activities.

XI. Open Discussion by Commission Members about Current Items of Interest in their City or Town

Doug reported that the municipal vulnerability program phase 2.0 and all towns are required over the next 18 months, even though a municipality has done their first municipal vulnerability.

Pedro discussed a project proposing 21 units on a little more than a half-acre

in Great Barrington, which could face appeal due to density. He believes the project should be 12 to 15 units to avoid opposition. Others commented on community outreach and engaging developers with residents.

The conversation also covered strategies for addressing homeless and abandoned houses. Strategies include the Attorney General's abandoned housing initiative and minimum maintenance bylaws. Communities should investigate the receivership program through the Attorney General's office to address abandoned or deteriorating properties. A minimum maintenance bylaw to address buildings falling into disrepair. The need for community cooperation and funding for housing renovations was emphasized.

XII. Adjournment

Doug McNally made a motion to adjourn. Pedro Pachano seconded the motion. A roll call approved the motion: Peter Traub, Mary McGurn, Pedro Pachano, Buck Donovan, Mark Smith, John Flecher, Sheila Irvin, Sari Hoy, Christine Rasmussen, Erik Reardon, and Doug McNally. The meeting was adjourned at 8:42 pm.

Documents and Exhibits Used:

- 5.15.2025 Full Commission Minutes Draft
- Executive Committee Action Memo June and July 2025
- 2025.07.17 Executive Director Memo
- BRPC Meeting Schedule FY2026
- BRPC FY26 Delegate Certification Form Final
- BRPC FY26 Alternate Certification Form Final
- Committee Members FY26 07.11.2025
- Additional Meeting Material – Berkshire County Micro-transit Presentation



BRPC

Berkshire Regional Planning Commission

MALCOLM FICK, Chair
BUCK DONOVAN, Vice-Chair
SHEILA IRVIN, Clerk
JOHN DUVAL, Treasurer
THOMAS MATUSZKO,
Executive Director

MEMORANDUM

TO: Delegates and Alternates, Berkshire Regional Planning Commission
FROM: Thomas Matuszko, Executive Director
DATE: September 10, 2025
SUBJ: Exec. Committee Actions taken at Aug. 7 and Sept. 4, 2025 Meetings

Per the BRPC bylaws, actions taken by the Executive Committee on the Commission's behalf are reported and presented for discussion at the next Commission meeting. The Executive Committee took the following actions at the August 7, 2025 and September 4, 2025 Executive Committee meetings:

Executive Committee Actions on August 7, 2025

Approved the minutes of July 1, 2025, BRPC Executive Committee meeting.
Approved the June 26, 2025 – July 25, 2025 Expenditures Report.

Approved the Submission of a Grant Application to the Fallon Health 2025 Community Impact Grant

The Executive Committee authorized 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.

Approved 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 authorized, after the fact, 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.

Approved the Submission of a Grant Application to the US Department of Agriculture for the Rural Community Development Initiative (RCDI)

The Executive Committee approved to authorize the Executive Director to submit a grant to the US Department of Agriculture (USDA) for the Rural Community Development Initiative (RCDI) 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.

Approved the Submission of (after the fact) a Grant Application to the MIIA Wellness Program

The Executive Committee approved the submission of 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 Sniezek, msniezek@berkshireplanning.org.

Approved to adopt the following personnel benefits as formal policies:

- *Jury Duty Policy*
- *Military Leave Policy*
- *Veterans Leave Policy*

Executive Committee Actions on September 4, 2025

Approved the minutes of the August 7, 2025, BRPC Executive Committee meeting.
Approved the July 24, 2025 – August 27, 2025 Expenditures Report.

Approved the Submission of a Grant Application to Grant Application (after the fact) to the Justice Community Overdose Innovation Network (JCOIN) for a Rapid Innovation Grant (J-RIG)

The Executive Committee approved the submission of a grant application to the Justice Community Overdose Innovation Network (JCOIN) for a Rapid Innovation Grant (J-RIG) and sign any resulting contracts and agreements. This grant would allow for a comprehensive study of services to connect individuals with a carceral history and/or a substance use disorder to services likely to reduce future overdose, including field medical engagement under the Community EMS (CEMS) model. This 18-month grant would allow for funding of up to \$135,000 in total. Expected partners include the Berkshire County Sheriff's Office and its affiliated 2nd Street Second Chances program, Brandeis University and County Ambulance Services. There is no match required. George Mason University would administer subcontracted services. BRPC lead is Andy Ottoson, aottoson@berkshireplanning.org.

Approved the Submission of a Grant Application to the United States Department of Agriculture's Housing Preservation Grant (HPG) Program

The Executive Committee approved the submission of a grant application to the United States Department Agriculture's Housing Preservation Grant (HPG) Program and sign any resulting contracts and agreements. This grant would provide funding for home repair and rehabilitation construction through deferred payment, forgivable loans for up to 27 very low- and low-income homeowners in New Marlborough, Mount Washington, Otis, Florida, and Hinsdale.

Per the Notice of Funding Opportunity for the HPG, award amounts will be based on the state's allocation and number of eligible applicants. Massachusetts' total allocation is \$53,419 and BRPC can only request half of that total (\$26,709.50). Any funds awarded will leverage Community Development Block Grant (CDBG) funds in those towns. There is no match required. BRPC lead is Brett Roberts, broberts@berkshireplanning.org.

Approved the Submission of a Grant Application to TD Bank Charitable Foundation's Regional Grant Program

The Executive Committee approved the submission of a grant application for TD Charitable Foundation's Regional Grant program and sign any resulting contracts and agreements. The grant would be used to further BRPC's work in digital equity and implementation by recruiting directors of Councils on Aging (CoAs) and/or libraries in towns that did not participate in MBI's digital equity programs to bring the Senior Planet Older Adult Technology (OATS) Program to their communities. Grant funds in the approximate amount of \$25,000 will support BRPC staff time to oversee the work of an AmeriCorps Lead for America fellow to help with outreach; the purchase of 10 laptop computers that can be lent to CoAs or libraries to allow them to have learners try Senior Planet online; \$500 incentives to 10 CoA or library directors to participate in a short-term Senior Planet learning experience; \$900 for travel; and \$250 for supplies, posters, and/or mailings. There is no match required. The BRPC leads are Laura Brennan, lbrennan@berkshireplanning.org, and Wylie Goodman, wgoodman@berkshireplanning.org.

Approved BRPC's Updated Sick Leave Policy

As part of an ongoing effort, we have been reviewing and updating BRPC's policies to incorporate them into a comprehensive employee handbook. The approved sick Policy incorporated the allowance to use sick leave as stated in other policies, such as the Domestic Violence Leave Act policy, standardizes the process to notify supervisors, and fixed some other language inconsistencies, such as the consistent use of the term leave, rather than sick time. The substantive items, such as accruals and accrual limits, remained the same as our old Policy.

Approved BRPC's Updated Vacation Leave Usage and Accrual Policy

The Executive Committee approved the adoption of BRPC's Updated Vacation Leave Usage and Accrual Policy.

Changes to the Vacation Leave Usage and Accrual Policy are similar to the Sick Leave Policy. The process to notify supervisors was updated (the old Policy required notification on a whiteboard, which we haven't used for years), and clearly states the eligibility and accruals for part-time employees. The substantive items, such as accruals and accrual limits, remained the same as our current Policy.

Approved BRPC's Updated Family and Medical Leave Policy

The Executive Committee approved the adoption of BRPC's Updated Family and Medical Leave Policy. Our current Policy was titled Personal, Family and Medical Leave Policy. Since the term Family and Medical Leave has its own meaning, our attorney recommended that we remove the word Personal. The term Personal itself has no substantive meaning in the Policy. It was simply in the title/label.

Approved the Submission of Comments to the United States Environmental Protection Act (EPA) on Proposed Changes to EPA's Endangerment Finding

The Executive Committee approved submitting comments to the United States Environmental Protection Act (EPA) on Proposed Changes to EPA's Endangerment Finding.

The EPA's Endangerment Finding, issued on December 15, 2009, found that six key greenhouse gases (carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride) threaten the public health and welfare of current and future generations. This determination was made under Section 202(a) of the Clean Air Act, 42 U.S.C. §7521(a).

The foundation for the Endangerment Finding lies in the decision of the Supreme Court of the United States (SCOTUS) in Massachusetts v. EPA, 549 U.S. 497 (2007), which held that greenhouse gases qualify as air pollutants under the Clean Air Act and required the EPA to determine whether such emissions cause or contribute to climate change that endangers public health or welfare.

This Finding was a basis for the regulation of domestic emissions from new motor vehicles based on climate change concerns rather than air pollution endangering public health. The proposed changes would rescind the Finding and hence eliminate the basis for the greenhouse gas emission standards for vehicles.

Approved the Submission of Comments to the Massachusetts Cannabis Control Commission on Draft Social Consumption Regulations

The Executive Committee approved submitting comments to the Massachusetts Cannabis Control Commission on Draft Social Consumption Regulations.

The Massachusetts Cannabis Control Commission (Commission) recently approved draft social consumption regulations. Under the current proposal, three different adult-use social consumption license types will be exclusively available to participants of the agency's equity programming and small businesses, including Microbusinesses and Craft Marijuana Cooperatives.

The proposed social consumption license types include:

- Supplemental, for existing Marijuana Establishments (MEs) to add on-site consumption into their operations;*
- Hospitality, for new or existing non-cannabis businesses to host consumption activities in partnership with qualifying MEs; and*
- Event Organizer, for qualifying MEs to organize and host temporary consumption events.*

The Cannabis Control Commission is also seeking comment on the following issues:

- Responsible Vendor Training;*
- Shelf-Stable, Non-Infused Food Sales;*
- Total Sales Purchase Amounts;*
- Prohibitions of Alcohol and Tobacco;*
- Discounted and Promotional Prices;*
- Ventilation Requirements; and*
- Cooling Down Areas.*

More information can be found at [The Cannabis Control Commission Wants Feedback from You on Draft Social Consumption Regulations and Policies - Cannabis Control Commission Massachusetts](#)

Approved the Disposal of Surplus BRPC Property, including 2 servers, 15 laptops, 2 Switches, 2 docking stations, and 2 printers

The Executive Committee approved the list of Surplus property, including 2 servers, 15 laptops, 2 Switches, 2 docking stations, and 2 printers, for disposal.

According to our practice, BRPC's surplus property is destroyed, recycled, or offered to municipalities. If municipalities do not want the property, it is offered to non-profit organizations. Items remaining with an estimated value over \$200 are offered for sale. Items under \$200 or that cannot be sold are then offered to staff. Whatever remains is appropriately disposed of.



MEMORANDUM

TO: Berkshire Regional Planning Commission Delegates & Alternates
FROM: Laura Brennan, Assistant Director, on behalf of Thomas Matuszko
DATE: September 11, 2025
SUBJ: September 18, 2025 Commission Meeting

A. BRPC Delegates and Alternate Delegates

The BRPC Policy body is made up of two representatives from each of the 32 municipalities in Berkshire County, the Delegate or Alternate Delegate (also called Alternate for short).

- Delegate: One municipal representative to BRPC, the Delegate, is from the Planning Board in a town or the Community Development Board in a city. This member is voted on by the Planning or Community Development Board.
- Alternate Delegate (Alternate): The other municipal representative to BRPC, the Alternate Delegate, is appointed by either the Select Board, Town Manager, or Mayor. This is an annual appointment. The only requirement for this position is that the Alternate Delegate be a resident of the municipality they represent.

If your city or town Planning or Community Development Board has not voted for a Delegate, please do so as soon as possible. A fillable PDF form is included.

If your Select Board, Town Manager, or Mayor has not appointed an Alternate Delegate, please do so as soon as possible. A fillable PDF form is included.

B. BRPC Committee Membership

Much of the policy work of BRPC is done by various committees. Attached is a list of Committee members. Please consider joining one. We are more than glad to speak with you about the work of any of these Committees if you are interested.

C. Citizen Planner Training Collaborative (CPTC) Western MA Conference

CPTC is coming to Western MA for an in-person conference on Saturday, October 4th. If you serve on a Planning Board, Zoning Board, or are a citizen or professional planner, you are encouraged to attend the conference which will be held at Greenfield Community College in Greenfield, MA. This year, there will be four sessions in the morning (choice of one topic per timeslot), plus a continental breakfast will be available. Read more and register on the CPTC website:

<https://masscptc.org/index.php/training/western-conference/>

D. MARPA/DLS Annual Conference

Please join the Massachusetts Association of Regional Planning Agencies (MARPA) and the Division of Local Services (DLS) at the 2025 MARPA and DLS Conference. The conference will be held on Tuesday, October 7th at the Hogan Campus Center of College of the Holy Cross in Worcester. Doors will open at 8:30 am, and the conference will begin at 9 am. Registration and additional information are available at: <https://www.mapc.org/event/2025-marpa-and-dls-conference/>

E. BRPC Annual Meeting – October 16th at Proprietor’s Lodge in Pittsfield

The Annual Meeting will be held from 5 to 7 pm on October 16th at Proprietor’s Lodge, 22 Waubeek Rd., Pittsfield. The event will begin with networking, a cash bar, and hearty appetizers, followed by guest speakers and presentation of the 2025 Kusik Awards. Honorees include: Ellen Kennedy, BCC; Rene Wood, Town of Sheffield; Meg Bandarra, Unpaved Trails for All; one additional honoree TBD.

[Tickets are \\$35 and are available for purchase on Eventbrite.com.](#)

If your community needs to be invoiced for tickets, please contact Laura Brennan at lbrennan@berkshireplanning.org prior to October 8th.

F. Berkshire County Municipal Officials Networking

The Berkshire Municipal Managers Association, Berkshire Selectmen's Association, and BRPC continue to collaborate on quarterly networking events for elected and appointed officials. The next networking event will occur on Thursday, October 30th, at the Greylock Glen Outdoor Center from 5 to 7 pm. Our special guest will be Inspector General Jeffery Shapiro. Please register in advance on Eventbrite:

<https://www.eventbrite.com/e/berkshire-county-municipal-officials-networking-tickets-1497313257259?aff=oddtcreator>

G. Seasonal Communities Regulations

The Seasonal Communities Advisory Council met on September 11th to receive a Draft Regulation Update from EOHLC. The presentation included an overview of key definitions, including for an “Attainable Housing Unit,” and the potential conditions related to designation, including Acceptance & Denial, possible revocation of Seasonal Communities status, and proposed zoning requirements or waivers thereof. The meeting also discussed Year-Round Housing and Employment-Specific (essential public employee preference) or Vocation-Specific (artist) Housing and explored some possible uses of the \$2M included in Governor Healey’s CIP for Seasonal Communities. Draft regulations will be made available for public comment for one month, as the next step. Presentation slides are included.

Please note: The presentation slides offer a plain language overview of the current status of draft regulations. The summaries provided are not complete restatements of current draft regulations, and adjustments may be made before draft regulations are made available for public comment.



To Whom It May Concern:

This comment is submitted on behalf of Berkshire Regional Planning Commission (BRPC) to oppose efforts to revoke or undermine the EPA's Endangerment Finding ("Finding") under Section 202(2) of the Clean Air Act. BRPC is a regional planning agency that service the 32 municipalities of Berkshire County in rural, Western Massachusetts. In that capacity, we provide planning services to our communities to better prepare for climate change impacts both today and in the future.

Should the Endangerment Finding be revoked, Greenhouse Gas Emissions will rise causing irreparable harm to our communities in the following ways:

Increased Flooding

A study on flooding in New England warns that what was once considered a 100-year flood event, with a 1% chance of occurring annually, could transform into a recurring, yearly phenomenon by the late 2100s unless climate change is mitigated. Analyzing data from the Northeast Climate Science Center (NECSC), Berkshire County has witnessed a gradual increase in yearly precipitation, rising from 40.1 inches in the 1960s to 48.6 inches in the 2000s. Projections indicate a further increase by 3.55 inches in the 2050s and 4.72 inches in the 2090s¹. These increases, coupled with predictions of more intense and frequent storms, will likely exacerbate flood risks, particularly in flood-prone areas where many of our towns have the most infrastructure due to history as Mill-towns. According to the 2023 Massachusetts State Hazard Mitigation Plan, such changing precipitation patterns place the Berkshires and Hilltown Region's infrastructure, particularly electric transmission and distribution systems and clean water supply, which heavily relies on groundwater, in a vulnerable position.

Data from USGS streamflow gages across the northeast show a clear increase in flow since 1940, with an indication that a sharp "stepped" increase occurred in the 1970s. This is despite the fact that much of the land within many New England watershed has been reforested, and this type of land cover change would tend to reduce, rather than increase, flood peaks.

National Oceanic and Atmospheric Administration (NOAA) has documented that extreme or heavy precipitation events have grown more frequent since the start of the twentieth century, and such events are likely to become even more frequent over the twenty-first. Heavy precipitation is defined by NOAA as those heavy rain or snow events ranking among the top 1 percent (99th percentile) of daily events, has

¹ Northeast Climate Science Center, 2018, Resilient Mass Website

increased 55% in the Northeast between 1958-2012². It should be noted that during this period, a nine-year drought from 1961-1969, the drought of record for this region, occurred during this period. As such, this may underestimate the overall trend for future projections.

This escalating frequency poses a significant threat to dams, with dam overtopping already standing as the leading cause of dam and culvert/bridge failures in the U.S., contributing to 34% of such failures³⁴. Infrastructure is not built for greater sized rainstorms, most notably stormwater, bridges and culverts that carry our road system. Berkshire County has an estimated 1,717 culverts. Based on analysis from culvert assessments done by regional partners, it has been predicted that about 18%⁵ of all culverts in our region are undersized and will fail during a 25-year storm event (only 0.2% meet Massachusetts Stream Crossing Standards). The cost of culvert replacement has grown to around \$600,000 - \$3 million. To replace this infrastructure to meet future climate conditions will cost the county \$185 million - \$927 million. Stormwater systems, likewise will need to be upsized and reimagined to accommodate greater concentrated flows and times of drought.

Like most of the Northeast, Berkshire County towns and cities are historically built around mills and therefore many of our downtowns, commerce and residential areas are concentrated in the floodplain – vulnerable to floods should that floodplain expand with changing precipitation patterns.

Warming Temperatures

Winters in Berkshire County are expected to experience the most significant climate change impacts compared to other seasons. According to the Northeast Climate Center, the region is projected to lose nearly 47 days below freezing annually by the century's end.⁶ These changes will likely increase freeze-thaw cycles, with winter precipitation shifting to heavier, wetter snow, ice, or rain. Freeze-thaw cycles will pose challenges to roadways and buildings, accelerating pothole formation, frost heaves, and structural damage such as cracked pavements and foundations in addition to higher flows throughout the winter⁷. Moreover, wetter snow and ice may increase stress on utility lines and building designs, necessitating enhanced weight-loading standards to prevent structural failures and frozen pipes and cause more dangerous road conditions leading to greater accident rates.

The environmental impacts of changing winter conditions include reduced snowpack, which diminishes groundwater recharge and spring river flows vital to aquatic ecosystems. Additionally, increased runoff from melting snow and ice can degrade water quality by carrying pollutants into local waterways. Prioritizing

² Scott, Michon, 2019. Prepare for More Downpours. NOAA. Found at <https://www.climate.gov/news-features/featured-images/prepare-more-downpours-heavy-rain-has-increased-across-most-united-0>

³ Scientific America July 2023, “Climate Change Is Stressing Thousands of Aging Dams across the U.S.

⁴ Associate of State Dam Safety Officials, Dam Failures and Incidents. Accessed December 20th, 2023

⁵ Housatonic Valley Association, 2019. Data collected over 9 towns in Berkshire County and analyzed.

⁶ Northeast Climate Science Center, 2018, Resilient Mass Website

⁷ FEMA Hurricane and Flood Mitigation Handbook for Public Facilities March 2022.

https://www.fema.gov/sites/default/files/documents/fema_p-2181-fact-sheet-1-1-road-surfaces.pdf

stormwater management strategies—such as enhancing drainage systems based on climate projections, incorporating permeable surfaces, and preserving natural buffers like wetlands—can help mitigate these impacts and protect water resources.

Economically and culturally, the Berkshires is historically tied to a winter economy with ski resorts, winter recreation, and agriculture. Increased climate threats and winter loss threatens the economic livelihoods of our rural communities. The agricultural industry is particularly vulnerable to the economic impacts and damage caused by extreme temperatures and drought events. These climatic changes pose risks to crops like apples, cranberries, and maple syrup, which depend on specific temperature conditions. Unseasonably warm temperatures in early spring that are followed by freezing temperatures can result in crop loss of fruit-bearing trees. Maple syrup production, a cultural icon and economic cornerstone of New England, faces significant challenges. Researchers predict a northward shift in the maximum maple syrup flow region by 2100, favoring Canadian producers while diminishing production and quality in the Eastern United States. This shift threatens New England's maple syrup industry, with projections indicating a potential halving of production by century's end. This shift could have profound economic impacts, as reduced production may lead to fewer tourists and higher costs for local businesses.

During the summer months heat will become an increasing public health risk. Heat is the leading weather-related killer in the U.S. today. When people are exposed to extreme heat, they can suffer from potentially deadly illnesses, such as heat exhaustion and heat stroke. Locally, Berkshire County has not reported a significant increase in heat-related deaths, but that will change if climate change is left unmitigated. According to the Centers for Disease Control and Prevention (CDC), certain demographics are at heightened risk during extreme heat and cold events.

- Individuals aged 65 and above, due to age-related physiological changes and health conditions, may struggle to regulate body temperature.
- Infants and young children under 5 years old, with developing regulatory systems, are more susceptible to temperature fluctuations.
- Those with pre-existing medical conditions such as heart or kidney disease.
- People living alone, particularly the elderly and individuals with disabilities, face increased risks of heat-related illnesses due to social isolation and reluctance to seek cooler environments.
- Low-income individuals are more likely to lack adequate heating or cooling options.
- Outdoor workers face prolonged exposure to temperature extremes.

Individuals with respiratory conditions like asthma or chronic obstructive pulmonary disease (COPD) may experience worsened symptoms during temperature extremes due to increased air pollution and elevated levels of allergens, such as pollen and mold, which thrive in hotter conditions. Increased drought and fire smoke exacerbate these conditions. Extreme heat can also cause inflammation in the airways, leading to breathing difficulties. Berkshire County has a higher rate of

asthma-related emergency room visits than other parts of the state⁸. In addition, warmer temperatures create more favorable habitats for disease-carrying vectors like mosquitoes and ticks, allowing them to thrive and expand their range into previously unaffected areas. The increase in temperature can accelerate the breeding cycles of these vectors, leading to higher rates of disease transmission to humans.

Climate change will dramatically impact our communities on all levels, economically, socially, environmentally, and culturally. The Endangerment Finding is important in preventing the worst from happening.

The Finding remains grounded in rigorous science, validated by national and international consensus and legal mandated by Supreme Court precedent. Rolling back the legal underpinnings of a legal provision that is designed to protect health and welfare is short-sighted and exacerbates danger to communities in our region.

The scientific evidence that supports the Endangerment Finding is conclusive. The EPA's 2009 Endangerment Finding was based on substantial scientific literature including findings from:

- U.S. Global Change Research Program (USGCRP) – Global Climate Change Impacts on the United States (2009)
- Intergovernmental Panel on Climate Change (IPCC) – Fourth Assessment Report (2007)
- National Research Council (NRC) – Climate Change Science: An Analysis of Some Key Questions (2001)
- Numerous peer-reviewed scientific journals on epidemiology and atmosphere – see Docket ID EPA-HQ-OAR-2009-0171

In our experience, the scientific basis for the Endangerment Finding and the need for robust greenhouse gas emission standards has only grown stronger since 2009. We believe the EPA must uphold the Endangerment Finding and continue its regulatory obligations under the Clean Air Act. Any repeal would be arbitrary and capricious under the APA and would expose our communities to avoidable harm.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thomas Matuszko".

Thomas Matuszko
Executive Director

⁸ BRPC conducted analysis based on data sets from the Massachusetts Public Health Information Tool



September 5, 2025

Bruce Stebbins, Acting Chair
Cannabis Control Commission
Union Station
2 Washington Square
Worcester, MA 01604

Re: Social Consumption Draft Regulations

Dear Chair Stebbins and Members of the Cannabis Control Commission,

The Berkshire Regional Planning Commission (or “BRPC”) is pleased to submit comments related to the Cannabis Control Commission’s draft social consumption regulations proposed as amendments to 935 CMR 500.000.

In review of the draft regulations, the primary focus of BRPC is potential adverse impacts related to smoke and odor from establishments that will allow indoor and/or outdoor smoking consumption areas, and ensuring local capacity to adequately provide mitigation, where required.

For Indoor Smoking Consumption Areas, the agency is concerned with the public health impacts to individuals (whether employees or consumers) of smoking in indoor spaces, as well as the ability to seal off smoking areas so that smoke and odor do not trespass beyond the isolated smoking space.

For Outdoor Smoking Consumption Areas, the agency is concerned with the potential nuisance and public health impacts of smoke and odor trespassing outside of the designated consumption area, especially to off-site uses and property.

Multiple municipalities in Berkshire County have struggled with addressing adequate mitigation related to odors trespassing off-site from cannabis cultivation and manufacturing uses. The above concern related to smoke and odor impacts largely stem from these local struggles to control odor. BRPC is aware of several instances where regardless of mitigation measures taken to filter and contain odor on-site, the locality struggled with how to adequately address impacts to neighboring properties.

Given these difficulties experienced in the region, BRPC questions the ability to contain smoke and odor based on the proposed regulations, especially related to Outdoor Smoking Consumption Areas. BRPC encourages the Cannabis Control Commission to insert itself in an active role in assisting localities in addressing the potential impacts from Indoor and Outdoor Smoking Consumption Areas, including the provision of specialized technical assistance that can provide third party review services.

These comments were approved by the BRPC Executive Committee at its meeting on September 4, 2025.

Sincerely,



Thomas Matuszko
Executive Director

Cc: Senator Paul W. Mark, Berkshire, Hampden, Franklin, and Hampshire District
Representative John Barrett, 1st Berkshire District
Representative Tricia Farley-Bouvier, 2nd Berkshire District
Representative Leigh Davis, 3rd Berkshire District



Executive Office of
Housing & Livable Communities

Seasonal Communities Advisory Council

September 11, 2025
Draft Regulation Update



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Draft Regulation Update

NOTE: THIS PRESENTATION OFFERS A PLAIN LANGUAGE OVERVIEW OF THE CURRENT STATUS OF DRAFT REGULATIONS. THE SUMMARIES PROVIDED ARE NOT COMPLETE RESTATMENTS OF CURRENT DRAFT REGULATIONS AND ADJUSTMENTS MAY BE MADE BEFORE DRAFT REGULATIONS ARE MADE AVAILABLE FOR PUBLIC COMMENT.

1. Key Definitions



Component	Summary of Draft
Attainable Housing Unit	• Must be Year-Round Housing Unit • Up to 250% AMI or lower limit established locally • Not counted toward SHI unless it also satisfies requirements for SHI inclusion
Single-family Residential Zoning District	• Any district where single-family residential dwellings are permitted, whether as-of-right or by special permit
Year-round Housing Unit	• Dwelling unit subject to year-round housing occupancy restriction
Year-round Housing Occupancy Restriction	• Restriction limiting occupancy to individuals/households who have signed an agreement with the Seasonal Community to occupy a dwelling unit for 10+ months of a 12-month period • Allows reasonable exceptions for temporary absences, as established in agreement with municipality

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2. Designation (1/2)



Component	Summary of Draft
Acceptance & Denial	• Municipalities' local legislative body must vote to accept or deny designation • Municipalities may accept the designation after a vote to deny without need for redesignation • Municipalities must notify the Secretary of the result of any vote by certified mail, or other methods as specified by the Secretary
Revocation	• Municipalities may vote to revoke their acceptance of the designation by vote of their local legislative body • EOHLC may revoke a municipality's designation if that municipality: • Fails to adopt zoning in line with requirements within 18 months of regulations' effective date <u>or</u> within 18 months of acceptance, whichever is <u>later</u> • Fails to meaningfully permit new residential units under zoning requirements • No longer exhibits the characteristics that resulted in its designation over 5+ consecutive years

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2. Designation (1/2)

Component	Summary of Draft
Further Designations	EOHLC will outline further designations in forthcoming guidelines

NOTE: THIS PRESENTATION OFFERS A PLAIN LANGUAGE OVERVIEW OF THE CURRENT STATUS OF DRAFT REGULATIONS. THE SUMMARIES PROVIDED ARE NOT COMPLETE RESTATEMENTS OF CURRENT DRAFT REGULATIONS AND ADJUSTMENTS MAY BE MADE BEFORE DRAFT REGULATIONS ARE MADE AVAILABLE FOR PUBLIC COMMENT.

3. Zoning Requirements (1/2)



Component	Summary of Draft
Overall	- Requires that municipalities adopt zoning that permits undersized lot and tiny house development as-of-right in all single-family residential zoning districts - Requires that municipalities submit to EOHLC the text of zoning within 60 days of adoption, and maintain a record of development permitted under required zoning
Undersized Lots	- Limits as-of-right requirement to year-round, attainable housing units - Does not include square footage limit for maximum size of undersized lots, only specifies that lots must be smaller than minimum lot size in zoning district - Prohibits residential units on undersized lots from being rented for less than 6 months
Tiny Houses	- Limits as-of-right requirement to year-round housing units - Requires tiny houses to comply with state building code and local enhancements (e.g. opt-in energy code), applicable water and sewer requirements, floor-to-area ratio requirements - Allows municipalities to allow, further regulate, or prohibit movable tiny houses

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3. Zoning Requirements (2/2)

Component	Summary of Draft
Waivers	Allows municipalities to request a waiver of requirements based on lack of local or regional capacity or if implementation would cause undue hardship; EOHLC will develop a waiver request form to be made available to municipalities

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4. Year-Round Housing



Component	Summary of Draft
Occupancy Restrictions	• 30-yr term; regulations cannot legally allow year-round housing occupancy restrictions to be held in perpetuity • Why? All deed restrictions which may be held in perpetuity are included in M.G.L. c.184 § 31. These restrictions were not included in, or granted the benefits of, this section in statute.
Trusts	• Allows for the formation of regional trusts, with a term established by member municipalities • Establishes 3-year terms for members • Granted the same powers as Municipal Affordable Housing Trusts (MAHTs) EXCEPT: • Exemption from taxation • Exemption from 30B for intra-municipal transfers • Why? These powers may not legally be granted through regulation; must be explicitly granted in statute.

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5. Employment- & Vocation-Specific Housing (1/2)



Component	Summary of Draft
Overall	• Must still meet requirements of funding sources used to develop (e.g. AMI eligibility, Affirmative Fair Housing Marketing Plans (AFHMPs), etc.) • Must abide by fair housing law, community must notify EOHLC of any related fair housing complaints
Essential Public Employee Preference	• A Seasonal Community must support development through direct financial assistance, property tax relief, or donation of municipal land for the preference to be applied • Includes households with at least one municipal, county, or state employee (defined in line with Conflict of Interest Law (M.G.L. 268A)) essential for public health and safety in a Seasonal Community • Includes, but is not limited to: teachers at public institutions, public works employees, publicly employed first-responders, town administrators, and other employees essential for municipal operations • Beneficiaries may be employed full-time, part-time, intermittently, or on a volunteer basis

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5. Employment- & Vocation-Specific Housing (2/2)



Component	Summary of Draft
Artist Housing	• Allows municipalities to further define who qualifies as a person who "by vocation produces or supports artistic and literary activities" • Must be designed for occupancy by artists and used in pursuit of occupant's artistic or literary vocation • Must be affordable or attainable

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6. Residential Tax Exemption



Component	Summary of Draft
Parameters	• Municipalities which have already adopted the Residential Property Tax Exemption may increase the exemption to 50% or less of the avg. assessed value of all class one, residential parcels within that municipality
Implementation	• Municipalities must adopt the increase at the option of their select board, or their mayor with the approval of their city council • Municipalities must then, upon request, provide the Commissioner of Revenue with evidence of a) designation acceptance and b) vote to increase the exemption • Provides that the Commissioner may require modifications to a proposed increase to ensure efficient and lawful administration (e.g. establishing effective date, etc.) • Still subject to other requirements of M.G.L. c.59, § 5C, which establishes exemption authority

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7. Comprehensive Housing Needs Assessment

Component	Summary of Draft
Overall	Mirrors Comprehensive Housing Needs Assessments included in Housing Production Plans (see: 760 CMR 56.03 (4)(b))

NOTE: THIS PRESENTATION OFFERS A PLAIN LANGUAGE OVERVIEW OF THE CURRENT STATUS OF DRAFT REGULATIONS. THE SUMMARIES PROVIDED ARE NOT COMPLETE RESTATEMENTS OF CURRENT DRAFT REGULATIONS AND ADJUSTMENTS MAY BE MADE BEFORE DRAFT REGULATIONS ARE MADE AVAILABLE FOR PUBLIC COMMENT.



Seasonal Communities Funding Discussion



Next Steps

Next Steps



Regulation Next Steps

- **Next Step 1:** Draft regulations made available for public comment
- **Next Step 2:** 1-month comment period closes, EOHLC incorporates feedback received through comment period
- **Next Step 3:** Finalized regulation filed with Secretary of the Commonwealth

Advisory Council Next Steps

- **November:** Advisory Council Meeting (Tentative Date: 11/13, Location TBD)
 - **Proposal:** Discuss annual report recommendations
- **December 31:** Annual Report of Advisory Council due
 - **Proposal:** Report focuses largely on implementing designation w. regulations now in effect
 - **Recommendation:** EOHLC includes recommendations made by tools working group, other recommendations made to EOHLC by members, and/or submitted via form to be provided; draft provided to Advisory Council for review, feedback at November meeting



BRPC

Berkshire Regional Planning Commission

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TTY: 771 or (800) 439-2370
berkshireplanning.org

FY26 DELEGATE CERTIFICATION FORM

(July 1, 2025 – June 30, 2026)

Town/City of _____

Current Date: _____

This certifies that _____ has been elected by the Planning or Community Development Board of _____ as our **Delegate** to the Berkshire Regional Planning Commission. Their term on the Planning Board ends _____.

Contact Information for Appointed Delegate

Personal Phone #: _____

Town Hall #: _____ Ext. _____

Email:(required) _____

Authorization (Please identify the individual submitting this form)

On behalf of the Town/City of _____

Print Name

Title

Meeting Materials and Notices

Meeting materials and notices are sent to the Delegate via email. Documents are also available at: <https://berkshireplanning.org/about/agendas-and-minutes/>



BRPC

Berkshire Regional Planning Commission

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TTY: 771 or (800) 439-2370
berkshireplanning.org

FY26 ALTERNATE DELAGATE APPOINTMENT FORM

(July 1, 2025 – June 30, 2026)

Town/City of _____

Current Date: _____

This certifies that _____ has been appointed by the Select Board, Town Manager or Mayor of _____ as our **Alternate Delegate** to the Berkshire Regional Planning Commission.

Contact Information for Appointed Alternate Delegate

Personal Phone #: _____

Town Hall #: _____ Ext. _____

Email (required): _____

Authorization (Please identify the individual submitting this form)

On behalf of the Town/City of _____

Print Name

Title

Meeting Materials and Notices

Meeting materials and notices are sent via email. Documents are also available at:
<https://berkshireplanning.org/about/agendas-and-minutes/>

Berkshire Regional Planning Commission
COMMITTEE MEMBERSHIP
FY 2026
Approved 7.17.2025

Executive Committee

Staff: Thomas Matuszko, Executive Director
Malcolm Fick, Chair (Great Barrington)
Buck Donovan, Vice Chair (Lee)
John Duval, Treasurer & Finance Committee Chair (Adams)
Sheila Irvin, Clerk, Brownfields Committee Chair (Pittsfield)
Christine Rasmussen, Regional Issues Committee Chair (Stockbridge)
Doug McNally, Commission Development Committee Chair (Windsor)
Mark Smith, Environmental Review Committee Chair (Lenox)
Kyle Hanlon, At-Large (North Adams)
Sam Haupt, At-Large (Peru)

Commission Development Committee

Staff: Laura Brennan, Assistant Director & Economic Development Program Manager
Doug McNally, Chair, BRPC Delegate (Windsor)
Buck Donovan, BRPC Delegate (Lee)
Kyle Hanlon, BRPC Delegate (North Adams)
Pedro Pachano, BRPC Delegate (Great Barrington)
Malcolm Fick, BRPC Chair, Alternate (Great Barrington) (Ex-Officio, non-voting)

Environmental Review Committee

Staff: Melissa Provencher, Program Manager
Mark Smith, Chair, BRPC Delegate (Lenox)
Edward Holub (Dalton)
Eleanor Tillinghast (Mt. Washington) (Non-Commission member)
Kyle Hanlon, BRPC Delegate (North Adams)
Roger Bolton (Non-Commission member)
Malcolm Fick, BRPC Chair, Alternate (Great Barrington) (Ex-Officio, non-voting)

Finance Committee

Staff: Marianne Snizek, Office Manager
John Duval, Treasurer & Finance Committee Chair, BRPC Alternate Delegate (Adams)
Kyle Hanlon, BRPC Delegate (North Adams)
Sam Haupt, BRPC Delegate (Peru)
Sheila Irvin, BRPC Delegate (Pittsfield)
Buck Donovan, BRPC Vice Chair, BRPC Delegate (Lee)
Malcolm Fick, BRPC Chair, Alternate (Great Barrington) (Ex-Officio, non-voting)

Regional Issues Committee

Staff: CJ Hoss, Community Planning Program Manager
Christine Rasmussen, Chair, BRPC Alternate (Stockbridge)
Andrew Groff (Williamstown) (Non-Commission member)
Eleanor Tillinghast (Mt Washington) (Non-Commission member)
Kent Lew (Washington) (Non-Commission member)
Sheila Irvin, BRPC Delegate (Pittsfield)
Malcolm Fick, BRPC Chair, Alternate (Great Barrington) (Ex-Officio, non-voting)

Berkshire Brownfields Committee

Staff: Melissa Provencher, Program Manager

Voting Members

Sheila Irvin, Chair, BRPC Delegate (Pittsfield)

Ben Lamb, (1Berkshire) - **Kevin Pink, (alternate)**

Chris Rembold, (Great Barrington)

Jim Byrne, EPA

Mike Nuvalle, (North Adams) – Marya Kozik and William Shanahan, (alternates)

Nate Joyner, (Pittsfield)

Janko Tomasic, (Dalton)

Brooke Healy, (Lee)

Thomas Matuszko, BRPC

Non-voting Members

Caprice Shaw, MA DEP

David Bancroft, MassDevelopment

Malcolm Fick, BRPC Chair, Alternate (Great Barrington) (Ex-Officio, non-voting)

Berkshire Comprehensive Economic Development Strategy Committee

Staff: Laura Brennan, Assistant Director and Economic Development Program Manager

Chris Rembold, Chair (Great Barrington)

AJ Enchill, Berkshire Black Economic Council; Alternate Tova Clark Brown

Ben Lamb, 1Berkshire; Alternate Kevin Pink

Ben Sosne, Berkshire Innovation Center

Bryana Malloy, MassHire Berkshire Workforce Board; Alternate Heather Boulger

Robert DelMastro, MA SBDC; Alternate Jayne Bellora

Brandon Gill, Pittsfield Economic Revitalization Corporation (PERC)

Lesley Herzberg, Berkshire County Historical Society

Linda Clairmont, Berkshire Community College

Michael Coakley, Business Development Manager (Pittsfield); Alternate Justine Dodds

Mike Nuvalle (North Adams)

Roger Bolton (Williamstown)

Shannon Smith, Berkshire Agricultural Ventures; Alternate Rebecca Busansky

Thomas Matuszko, BRPC

Malcolm Fick, BRPC Chair, Alternate (Great Barrington) (Ex-Officio, non-voting)

Commission Representatives to Related Groups:

Westfield River Wild and Scenic Advisory Committee:

Doug McNally, BRPC Delegate (Windsor)

Woodlands Partnership of Northwest Massachusetts: Chris Cozzaglio (Windsor)

Berkshire Metropolitan Planning Organization: Malcolm Fick, BRPC Chair & Alternate (Great Barrington); Alternate: Sam Haupt, BRPC Delegate (Peru)