



BRPC

Berkshire Regional Planning Commission

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

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MEETING NOTICE

There will be a meeting of the
BERKSHIRE REGIONAL PLANNING COMMISSION
on Thursday, July 20, 2023 at **6:00 p.m.**

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

To participate virtually join Zoom meeting at <https://us02web.zoom.us/j/3926128831>
Meeting ID: 392 612 8831, Phone: 646.558.8656, 301.715.8592, 312.626.6799

Meeting Materials are posted at www.berkshireplanning.org. Click on the meeting in the Events Calendar to open them.

Agenda

(All times approximate)

I. Opening **(6:00-6:05)**

- 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 May 18, 2023 Full Commission Meeting*

II. **Comments from and Discussion with Berkshire Regional Planning Commission Delegates and Alternates Issues (6:05-6:10)**

Delegates and Alternates may bring up any issue not on the agenda for discussion. Any possible action will be referred to a future meeting.

III. **Comments from the Public (6:10-6:15)**

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.

IV. **Presentation of Executive Committee Actions (6:15-6:20)**

Executive Committee actions taken on the Commission's behalf at its June 1, 2023 meeting are presented for discussion.

V. **Vote to Elect BRPC Officers for FY 2024 (6:20-6:25)**

BRPC Officers need to be elected for FY 24. The Nominating Committee proposed the following slate of officers for FY 2024:

- Chair: Malcolm Fick, Great Barrington Alternate
 - Vice Chair: John Duval, Adams Alternate
 - Clerk: Sheila Irvin, Pittsfield Delegate
 - Treasurer: Buck Donovan, Lee Delegate
- Nominations will be taken from the floor.*

VI. **Vote to Endorse Committee Chairs and At-Large Executive Committee Member Appointments for FY 2024 (6:25-6:30)**

The BRPC bylaws require the Commission to approve the Committee Chairs as recommended by the BRPC Chair.

- *Environmental Review Committee – Roger Bolton, Williamstown*
- *Berkshire Comprehensive Economic Development Strategy Committee –*

Kyle Hanlon, North Adams

The BRPC bylaws require the Commission to approve At-Large Executive Committee members as recommended by the BRPC Chair.

- Kyle Hanlon, At-Large, North Adams, - Sam Haupt, At-Large, Peru

VII. Vote to Authorize the BRPC Chair to Vote to Approve the 2024 Regional Transportation Plan (RTP) at the July 25, 2023 Metropolitan Planning Organization(MPO) Meeting (6:25-6:45)

The Regional Transportation Plan (RTP) lays the groundwork for transportation investments in Berkshire County for the next twenty years. It recommends projects, programs, and planning staff activities that will complement and enhance Berkshire County's transportation infrastructure. Discussion and input will instruct the BRPC Chair how to vote at the upcoming MPO meeting. The full document can be found at [RTP2024: Berkshire County Regional Transportation Plan \(berkshireplanning.org\)](https://www.berkshireplanning.org/RTP2024)

VIII. Vote to Authorize the BRPC Chair to Vote to Approve the October 1, 2023 – September 30, 2024 Unified Planning Work Program (UPWP) at the July 25, 2023 Metropolitan Planning Organization (MPO) Meeting (6:45-7:00)

The Unified Planning Work Program for FFY 2024 establishes the transportation planning work BRPC staff will be involved in for the coming year. Discussion and input will instruct the BRPC Chair how to vote at the upcoming MPO meeting. The full document can be found at [BMPO-Draft-FFY-24-UPWP.pdf \(berkshireplanning.org\)](https://www.berkshireplanning.org/BMPO-Draft-FFY-24-UPWP.pdf)

IX. Authorization for Executive Committee to Act on Behalf of the Commission (7:00-7:05)

BRPC bylaws require Commission members to vote annually reconfirming the Executive Committee's authorization to act in the name of and on behalf of the Commission. Details on three easy ways to vote are in an attached memo: email response; SurveyMonkey poll or return paper form.

X. Recruitment to BRPC Committees (7:05-7:10)

The BRPC has several standing or special committees of the Commission. We will review the roles of those Committees and solicit new members to the Committees. See attached committee descriptions.

XI. Ethics Law Compliance Records (7:10-7:15)

The Commission must maintain a record of Delegates' and Alternates' compliance with state ethics laws including annual Acknowledgement of Receipt of the Ethics Law (law and receipt acknowledgement form in meeting materials); current Conflict of Interest Law course Certificate (every two years); and receipt of Open Meeting Law form (once, does not repeat). Email yours to officeassistant@berkshireplanning.org.

XII. Economic Development District "Survey" of Commission Members

BRPC's status as an Economic Development District requires us to document certain attributes of our members. Staff will be sending a brief survey. (7:15-7:20)

XIII. Executive Director's Report (7:20-7:25)

The Executive Director is available to discuss items in his report

XIV. Adjournment (7:25)

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