

BERKSHIRE REGIONAL PLANNING COMMISSION  
1 FENN STREET, SUITE 201, PITTSFIELD, MASSACHUSETTS 01201  
TELEPHONE (413) 442-1521 · FAX (413) 442-1523  
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[www.berkshireplanning.org](http://www.berkshireplanning.org)

KYLE HANLON, Chair  
JOHN DUVAL, Vice-Chair  
SHEILA IRVIN, Clerk  
MALCOLM FICK, Treasurer

THOMAS MATUSZKO, A.I.C.P.  
Executive Director

MEETING NOTICE

There will be a meeting of the

EXECUTIVE COMMITTEE

of the

BERKSHIRE REGIONAL PLANNING COMMISSION

on Thursday, November 7, 2019 at 4 p.m.  
at the Berkshire Regional Planning Commission Office  
Building 1 Fenn Street, Suite 201, Pittsfield, MA

**Meeting Material: All written materials for the meeting are posted on BRPC's website:**  
[www.berkshireplanning.org](http://www.berkshireplanning.org). Click on the calendar date for the meeting and materials available will be listed.

AGENDA

- I. Call to Order & Open Meeting Law Statement (4:00)
- II. Approval of Minutes of the Executive Committee Meeting of October 3, 2019\* (4:05)
- III. Financial Reports (4:10)
  - A. October Expenditures Report \*
  - B. October Accounts Receivable Report & Assessments
  - C. Line of Credit Report
  - D. FY19 Audit
  - E. Other
- IV. Delegate & Alternate Issues (4:15)
- V. Items Requiring Action\* (4:40)
  - A. Approval of Modifications to the Personnel Pay Plan to Add a Housing Specialist Position\*
  - B. Approval to Submit Grant Applications to the Association of Food and Drug Officials (AFDO)\*
  - C. Approval to Submit Grant Application or Application(s) to the Massachusetts Department of Public Health\*
  - D. Approval to Submit Grant Application or Application(s) to the Massachusetts Community Health Fund / Health Resources in Action Policies, Systems and Environmental Processes Program
  - E. Approval to Submit Grant Application to U.S. Environmental Protection Agency for Brownfields Assessment Funding\*
  - F. Approval of an Amendment to the Intergovernmental Agreement for Housatonic "Rest of River" Clean-up

- G. Other\*
- VI. Committee Reports (4:45)
- A. Regional Issues Committee
- B. Comprehensive Economic Development Strategy Committee
- C. Berkshire Brownfields Committee
- D. Other
- VII. Executive Director's Report (4:50)
- A. Report on New Contracts / Agreements
- B. Staff Update
- C. Amazon Smile
- D. CPTC Trainings
- E. DLTA Update
- F. Rural Policy Advisory Commission
- G. East-West Passenger Rail Study Advisory Committee
- H. MassWorks Grants Update
- I. I-90 Interchange Study
- J. Supplemental Budget
- K. Other
- VIII. Old Business (5:05)
- A. Family and Medical Leave Benefit
- B. Other
- IX. New Business (5:10)
- A. November Commission Meeting
- B. Other
- X. Adjournment (5:20)

Attachments:

- Unapproved Minutes of Executive Committee Meeting of October 3, 2019
- October Expenditures Report
- October Accounts Receivable Report & Assessments
- Line of Credit Report
- Memo – Executive Committee Agenda Items
- Proposed Modification of Pay Plan
- Regional Issues Committee Unapproved Minutes from October 23, 2019
- TCI Framework for a Draft Regional Policy Proposal
- Comment Memo on the TCI Framework for a Draft Regional Policy Proposal
- CEDS Committee Unapproved Minutes from October 17, 2019
- Amazon Smile Information
- CPTC Brochure Fall 2019
- Family and Medical Leave information email
- Technical Assistance Memo – June and July

\* Items Requiring Action

City and Town Clerks: Please post this notice pursuant to M.G.L. Chapter 39, Section 23B

**Please Note: In the case of inclement weather on the day of the meeting, please call BRPC (413- 442-1521, ext. 5) after 1:00 pm to confirm if the meeting will still be held.**