

BERKSHIRE REGIONAL PLANNING COMMISSION  
1 FENN STREET, SUITE 201, PITTSFIELD, MASSACHUSETTS 01201  
TELEPHONE (413) 442-1521 · FAX (413) 442-1523  
Massachusetts Relay Service: TTY: 771 or 1-800-439-2370  
[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

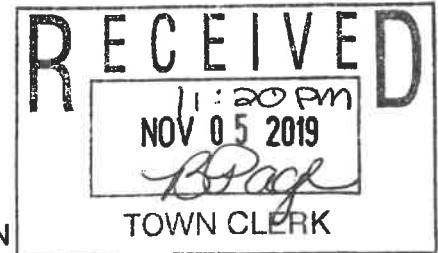
MEETING NOTICE

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\* (4:45)
- 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.