



# BRPC

Berkshire Regional Planning Commission

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[berkshireplanning.org](http://berkshireplanning.org)

## MEETING NOTICE

There will be a meeting of the  
EXECUTIVE COMMITTEE  
of the  
BERKSHIRE REGIONAL PLANNING COMMISSION  
Thursday, April 6, 2023 at **4:00 p.m.**

This will be a Hybrid Meeting. Participants may attend in person in the BRPC 2<sup>nd</sup> Floor Conference Room at 1 Fenn Street, Pittsfield MA or may attend virtually 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, 669.900.9128

**Meeting materials are on BRPC's website:** [www.berkshireplanning.org](http://www.berkshireplanning.org). Click the calendar of events, then the meeting name, and follow the link to materials.

### AGENDA (revised)

(all times approximate)

- I. Call to Order & Open Meeting Law Statement (4:00)
- II. Approval of Minutes of the Executive Committee Meeting of March 2, 2023\* (4:05)
- III. Financial Reports (4:10)
  - A. February 24 to March 30, 2023, Expenditures Reports \*
  - B. Accounts Receivable Report / Assessments
  - C. Line of Credit Report
  - D. Line of Credit Increase
  - E. Irrevocable Stand-By Letter of Credit
  - F. Other (For information only)
- IV. Delegate & Alternate Issues (4:20)
- V. Items Requiring Action\* (4:25)
  - A. Approval of Surplus Inventory
  - B. Approval of Salary Merit Increase for FY 24
  - C. Approval of Personnel Pay Plan for FY24
  - D. Approval to Submit Grant Application to MassCEC's EMPOWER Innovation and Capacity Building Program
  - E. Approval after the Fact to Submit a Grant Application to USDA Urban Agriculture and Innovative Production (UAIP) program
  - F. Other (For information only)

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

#### Please Note:

For information regarding postponements or cancellations on the day of a scheduled meeting, please call Berkshire Regional Planning Commission at (413) 442-1521, x5

- VI. Committee Reports (4:25)
- A. Environmental Review Committee
  - B. Transportation Advisory Committee
  - C. Regional Issues Committee
  - D. Commission Development Committee
  - E. Metropolitan Planning Organization
  - F. Other (For information only)
- VII. Executive Director's Report (4:30)
- A. Report on New Contracts / Agreements
  - B. Berkshires Tomorrow Inc. (BTI) Update
  - C. Staff Update
  - D. Rural Policy Advisory Commission (RPAC) Update
  - E. Passenger Rail
  - F. Open Meeting Law
  - G. Retirement Legislation
  - H. MassDOT Transportation Innovation Conference 2023
  - I. 120 Day Notification Waiver
  - J. Other (For information only)
- VIII. Old Business (4:40)
- A. Personal, Family, and Medical Leave Policy\*
  - B. Other (For information only)
- IX. New Business (4:45)
- A. Utility Transmission Lines
  - B. May Commission Meeting
  - C. Other (For information only)
- X. Adjournment (4:50)

Attachments:

- Unapproved Minutes of the March 2, 2023, BRPC Executive Committee Meeting
- February 24 to March 30, 2023 Expenditures Report
- Accounts Receivable Report
- March Line of Credit Report
- Executive Director's Memorandum
- Resume – Michael Keegan, Outdoor Recreation Intern, Williams College
- Surplus Equipment - File Cabinets
- Personnel Pay Plan FY2024
- Resume – Michael Keegan, Outdoor Recreation Intern, Williams College
- DCR 120 Notice Waiver – Savoy
- Personal, Family, and Medical Leave Policy
- February Technical Assistance Memo

\* Items Requiring Action