

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  
SHEILA IRVIN, Vice-Chair  
MARIE RAFTERY, Clerk  
JOHN DUVAL, 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, March 7, 2019 at 4:00 p.m.  
at the Berkshire Regional Planning Commission Office  
Building 1 Fenn Street, Suite 201, Pittsfield, MA

***Please Note: In the case of inclement weather on the day of the meeting, please call BRPC (413- 442-1521, ex. 15) after 1:00 pm to confirm if the meeting will still be held.***

**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 Executive Committee Meeting of February 7, 2019\* (4:05)
- III. Financial Reports (4:10)
  - A. February Expenditures Report \*
  - B. Accounts Receivable Report
  - C. Line of Credit Report
  - D. Other
- IV. Delegate & Alternate Issues (4:20)
- V. Items Requiring Action\* (4:25)
  - A. Approval to Changes to the Personnel Pay Plan
  - B. Approval to Accept Grant from the Western Region Homeland Security Advisory Council (WHRSAAC)
  - C. Approval to Apply for a Grant from the U.S. Department of Health and Human Services – Substance Abuse and Mental Health Services Administration
  - D. Approval to Apply for a Grant from the U.S. Department of Health and Human Services - Health Resources & Services Administration
  - E. Other

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|-------|--|--------|
| VI.   | Committee Reports  | (4:40) |
|       | A. Commission Development Committee<br>B. Other  |        |
| VII.  | Executive Director's Report  | (4:45) |
|       | A. Report on New Contracts/Agreements<br>B. FY2020 Health and Dental Rate Changes<br>C. Berkshire Flyer 2.0 Subcommittee Meeting report<br>D. Short Term Rental Training<br>E. Annual CPTC Conference<br>F. Annual Report Dedication<br>G. Berkshire Blueprint 2.0<br>H. Other |        |
| VIII. | Old Business   | (4:50) |
|       | A. Revised Affirmative Action Plan<br>B. Other   |        |
| IX.   | New Business   | (5:00) |
|       | A. Annual Meeting Date Change<br>B. March BRPC Commission Meeting<br>C. Other  |        |
| X.    | Adjournment  | (5:10) |

Attachments:

- Unapproved Minutes of Executive Committee Meeting of Thursday February 7, 2019
- Check Register
- Accounts Receivable Report
- Line of Credit Report
- Memo – Executive Committee Agenda Items
- Proposed Revised Personnel Pay Plan
- Unapproved Minutes of Commission Development Committee Meeting – February 7, 2019
- Short Term Rental Registration Flyer
- Annual CPTC Conference Announcement
- Revised Affirmative Action Plan
- Technical Assistance Memo – January 2019

\* Items Requiring Action

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