

PIONEER VALLEY PLANNING COMMISSION (PVPC)

Minutes of Executive Committee Meeting  
Thursday, August 17, 2017  
Pioneer Valley Planning Commission (PVPC)  
60 Congress Street, Large Conference Room  
Springfield, Massachusetts 01104

Present were:

Walter Gunn, Chair – Longmeadow  
Judith Terry, Vice-Chair – Chesterfield  
Mark Cavanaugh, Assistant Treasurer – South Hadley  
Lynn Arnold – Holland  
T.J. Cousineau – Blandford  
Marilyn Gorman Fil – Monson  
Michael Marciniec - Palmer

PVPC Staff:

Tim Brennan, Executive Director  
Lisa Edinger, Accountant  
James Mazik, Deputy Director for Operations/Community Development Section Manager  
Catherine Ratte, Principal Planner/Environment and Land Use Section Manager  
Dana Roscoe, Principal Planner/Transportation Section Manager  
Lynn Shell, Support Staff

1. Chairman's Call to Order, Welcome and Approval of the Minutes of the Executive Committee Meeting Held on June 22, 2017

The August 17<sup>th</sup> Executive Committee meeting was called to order at 4:02 p.m. by the Commission Chairman, Walter Gunn. Mr. Gunn welcomed everyone in attendance and called for a motion to approve the minutes of the June 22, 2017 Executive Committee meeting.

MOVED BY JUDY TERRY, SECONDED BY LYNN ARNOLD, TO APPROVE THE MINUTES OF THE JUNE 22, 2017 EXECUTIVE COMMITTEE MEETING AS PRESENTED.

Mr. Gunn asked if there were any comments, corrections or questions concerning the minutes of the June 22, 2017 Executive Committee meeting but none were forthcoming.

THERE BEING NO QUESTIONS OR COMMENTS, THE MINUTES OF THE JUNE 22, 2017 EXECUTIVE COMMITTEE MEETING WERE APPROVED WITH ONE EXECUTIVE COMMITTEE MEMBER, WALTER GUNN, ABSTAINING FROM THE VOTE.

2. Warrant/Financial Reports

Mr. Gunn noted that copies of the June and July 2017 warrants had been distributed to the Executive Committee and he asked PVPC Accountant Lisa Edinger for her comments. Ms. Edinger first highlighted several of the larger expenses which appeared on the June warrant, including check #15858 in the amount of \$9,508.24 payable to Enchanted Circle Incorporated which is for the Day Brook Green Infrastructure Project. Ms. Edinger also stated that check #15898 in the amount of \$16,876.69 payable to the Conway School of Landscape Design is for the United States Department of Agriculture (USDA)-Sponsored Urban Tree Project. As regards the July warrant, Ms. Edinger stated that check #15930 in the amount of \$14,722.39, payable to the Conway School of Landscape Design, is also for the USDA-Sponsored Urban Tree Project. Ms. Edinger next reviewed the PVPC's *Financial Summary Profile* report reflecting PVPC's account balances as of August 17, 2017 and she noted that PVPC's line of credit is paid off at this point in time.

At this point, Mr. Brennan gave an update on the status of the Fiscal Year 2018 local assessment payments. Mr. Brennan reported that there are currently 5 member communities with outstanding invoices which include Easthampton, Hatfield, Holyoke, Huntington and Middlefield and he noted that second invoices will be mailed to those communities on September 1<sup>st</sup> if their assessment payment is not received by then. Ms. Edinger also noted that the Town of Agawam did not pay the

entire amount due on their FY18 assessment. She explained that the Town of Agawam inadvertently paid an amount that was listed on a prior invoice and she stated that Agawam officials will need to convene a special meeting to authorize payment of the Town's outstanding balance.

Ms. Edinger then referred to the Commission's 12 month actual budget for Fiscal Year 2017 which encompasses the time period from July 1, 2016 through June 30, 2017 and she noted that the PVPC completed Fiscal Year 2017 came in under budget. After reviewing PVPC's FY17 budget report, Ms. Edinger responded to a series of clarifying questions raised by Executive Committee members. As regards the PVPC's Fiscal Year 2018 audit, Ms. Edinger stated that staff from the Planning Commission's CPA firm, Melanson Heath, will be doing preliminary work at the PVPC on August 23<sup>rd</sup> and they will conduct the audit during the first 2 weeks of October. Finally, Ms. Edinger referred to a report that she had provided to Executive Committee members regarding FY17 PVPC staff merit raises and she explained that this report is made available to Executive Committee members at the end of each fiscal year for their information and reference. Following Ms. Edinger's report, Mr. Gunn moved to take up the next agenda item.

3. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable, Fiscal Year 2018 Contractual Agreement With the Massachusetts Department of Environmental Protection (DEP) to Advance Select Projects that Address Combined Sewer Overflow (CSO) Problems Adversely Affecting the Connecticut River and its Water Quality in the Cities of Chicopee, Holyoke and Springfield

Mr. Gunn called on PVPC Principal Planner, Environment and Land Use Section Manager, Catherine Ratte, to address this agenda item. Ms. Ratte stated that in 2014 the Legislature approved an Environmental Bond Bill which included funds to assist in eliminating Combined Sewer Overflows (CSOs) flowing into the Connecticut River. Ms. Ratte stated that the PVPC worked collaboratively with the Cities of Springfield, Holyoke and Chicopee to divide up the bond funds and she noted that this year it was mutually decided that the City of Holyoke will receive \$110,000 and the Cities of Chicopee and Springfield will each receive \$687,500. In addition, Ms. Ratte reported that PVPC will receive \$15,000 to oversee and manage this CSO clean-up project.

Mr. Gunn then called for a motion to address agenda item 3.

MOVED BY LYNN ARNOLD, SECONDED BY MARILYN GORMAN FIL, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE \$1.5 MILLION FISCAL YEAR 2018 CONTRACTUAL AGREEMENT WITH THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) TO ADVANCE SELECT PROJECTS THAT ADDRESS COMBINED SEWER OVERFLOW (CSO) PROBLEMS ADVERSELY AFFECTING THE CONNECTICUT RIVER'S WATER QUALITY IN THE CITIES OF CHICOPEE, HOLYOKE AND SPRINGFIELD.

Mr. Gunn asked if there were any questions or comments regarding the subject motion but none were forthcoming.

THERE BEING NO QUESTIONS OR COMMENTS, THE MOTION WAS UNANIMOUSLY APPROVED.

4. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable, Fiscal Year 2018 Contractual Agreement With the Massachusetts Department of Public Health for the Provision of Technical Assistance to Eligible "Mass in Motion" Communities Inclusive of Sub-contracts With Both the Metropolitan Area Planning Council (MAPC) and Health Resources in Action (HRIA)

Mr. Gunn again called on PVPC Principal Planner Catherine Ratte to address this agenda item. Ms. Ratte first noted that the Massachusetts Department of Public Health (MDPH) would like to expand the scope of work and increase the PVPC's contract amount from \$16,500 to \$21,800 and she stated that there will need to be modification to the suggested motion for agenda item 4. Ms. Ratte explained that DPH is asking PVPC to provide additional technical assistance. Ms. Ratte noted that the subcontracts for the Metropolitan Area Planning Council and Health Resources in Action have also slightly increased in value. Ms. Ratte stated that this was a contract that PVPC negotiated previously and the initial phase was from March through June 2017. She stated that DPH was very happy with PVPC's work and they are authorizing the PVPC to continue to advise them for another two months.

Mr. Gunn then called for a motion to address agenda item 4.

MOVED BY JUDY TERRY, SECONDED BY T.J. COUSINEAU, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE \$16,500 FISCAL YEAR 2018 CONTRACTUAL AGREEMENT WITH THE MASSACHUSETTS DEPARTMENT OF PUBLIC HEALTH FOR THE PROVISION OF TECHNICAL ASSISTANCE TO ELIGIBLE "MASS IN MOTION" COMMUNITIES INCLUSIVE OF SUB-CONTRACTS WITH BOTH THE METROPOLITAN AREA PLANNING COUNCIL (MAPC) IN AN AMOUNT NOT TO EXCEED \$4,750 AND HEALTH RESOURCES IN ACTION (HRIA) IN AN AMOUNT NOT TO EXCEED \$9,750.

As regards the wording of the suggested motion for agenda item 4, Mr. Gunn asked if it is necessary to define the breakdown for the subcontracts. Ms. Ratte responded that this was not necessary since the Executive Committee is just being asked to increase the total amount of the contract to \$21,800. Mr. Gunn then called for a motion to amend the motion for agenda item 4 in order to increase the amount of the Fiscal Year 2018 contractual agreement with the MDPH for the provision of technical assistance to eligible "Mass in Motion" communities from \$16,500 to the amount of \$21,800.

MOVED BY MARK CAVANAUGH, SECONDED BY MARILYN GORMAN FIL, TO AMEND THE AMOUNT OF THE FISCAL YEAR 2018 CONTRACTUAL AGREEMENT WITH THE MASSACHUSETTS DEPARTMENT OF PUBLIC HEALTH FOR THE PROVISION OF TECHNICAL ASSISTANCE TO ELIGIBLE "MASS IN MOTION" COMMUNITIES, FROM \$16,500 TO \$21,800.

Mr. Gunn asked if there were any questions or comments regarding the subject motion but none were forthcoming.

THERE BEING NO QUESTIONS OR COMMENTS, THE MOTION AS AMENDED WAS UNANIMOUSLY APPROVED.

5. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable, Fiscal Year 2018 Memorandum of Understanding (MOU) With the Mercy Medical Center Which Encompasses Funds Needed for the PVPC to Continue its Work With the LiveWell Springfield and Transforming Communities Initiatives

Mr. Gunn once again called on PVPC Principal Planner Catherine Ratte to address this agenda item. Ms. Ratte stated that PVPC has been facilitating LiveWell Springfield for the past 10 years in collaboration with Partners for a Healthier Community. Ms. Ratte reported that LiveWell Springfield secured a multi-million dollar grant from the Transforming Communities Initiative of the Trinity Health systems through the Mercy Medical Center and they have subcontracted with the PVPC to continue PVPC's work which is aimed at advancing implementation of the Complete Streets Prioritization Plan in the City of Springfield. Ms. Ratte stated that one of the Commission's main tasks will be to organize a Complete Streets Demonstration Day in Springfield in May 2018 that will take place on a street which will be modified to include Complete Streets components such as a separated bike lane.

Mr. Gunn then called for a motion to address agenda item 5.

MOVED BY LYNN ARNOLD, SECONDED BY T.J. COUSINEAU, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE \$30,000 FISCAL YEAR 2018 MEMORANDUM OF UNDERSTANDING (MOU) WITH THE MERCY MEDICAL CENTER WHICH ENCOMPASSES FUNDS NEEDED FOR THE PVPC TO CONTINUE ITS WORK WITH THE LIVEWELL SPRINGFIELD AND TRANSFORMING COMMUNITIES INITIATIVES WHICH WILL ADVANCE THE CITY OF SPRINGFIELD'S COMPLETE STREETS PEDESTRIAN/BICYCLE PLAN.

Mr. Gunn asked if there were any questions regarding the motion for agenda item 5 but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

6. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Town of Southampton to Perform a Pavement Management Assessment as Requested by the Town

Mr. Gunn called on Dana Roscoe, PVPC Principal Planner/Transportation Section Manager, to address this agenda item. Mr. Roscoe stated that this is a service that the PVPC provides for any member community who requests a pavement management assessment. He explained that this project involves evaluating the roads in the municipality and providing an analysis of what it will cost to repair the roads. Mr. Roscoe then responded to a series of informational questions raised by Executive Committee members after which Mr. Gunn called for a motion to address agenda item 6.

MOVED BY MICHAEL MARCINIEC, SECONDED BY JUDY TERRY, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE \$9,500 CONTRACTUAL AGREEMENT WITH THE TOWN OF SOUTHAMPTON TO PERFORM A PAVEMENT MANAGEMENT ASSESSMENT PROJECT AS REQUESTED BY THE TOWN.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

7. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Town of South Hadley in Order for the PVPC to Develop the Town's Complete Streets Prioritization Plan

Mr. Gunn called on PVPC Principal Planner Catherine Ratte to address this agenda item. Ms. Ratte stated that the PVPC is working in collaboration with an engineering firm that will be doing the actual cost estimate for this South Hadley Complete Streets project and PVPC will provide public outreach and engagement services as required by the Town.

Mr. Gunn called for a motion to address agenda item 7.

MOVED BY JUDY TERRY, SECONDED BY T.J. COUSINEAU, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE \$24,000 CONTRACTUAL AGREEMENT WITH THE TOWN OF SOUTH HADLEY IN ORDER FOR THE PVPC TO DEVELOP THE TOWN'S COMPLETE STREETS PRIORITIZATION PLAN.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

8. Executive Committee Review and Endorsement of a Proposed Amendment to the Planning Commission's Fiscal Year 2018 Unified Planning Work Program for Submittal to the Pioneer Valley Metropolitan Planning Organization (MPO) for its Approval at the August 22nd MPO Meeting

Mr. Gunn called on PVPC Principal Planner Dana Roscoe to address this agenda item. Mr. Roscoe stated that the Fiscal Year 2018 Unified Planning Work Program was endorsed at the last meeting of the Pioneer Valley Metropolitan Planning Organization (MPO) and it will go into effect on October 1<sup>st</sup>. Mr. Roscoe noted, however, that PVPC's Environment and Land Use Section just received some additional funding therefore the funds PVPC expected to use on bicycle planning will be reallocated to another PVPC task within that Section. Mr. Roscoe noted that this amendment does not need to go out for public review given that the funding is being redistributed within existing tasks.

Mr. Gunn then called for a motion to address agenda item 8.

MOVED BY MARILYN GORMAN FIL, SECONDED BY T.J. COUSINEAU, TO AUTHORIZE THE EXECUTIVE COMMITTEE TO ENDORSE AND RECOMMEND A PROPOSED \$10,000 AMENDMENT TO THE PLANNING COMMISSION'S FEDERAL FISCAL YEAR 2018 UNIFIED PLANNING WORK PROGRAM FOR SUBMITTAL TO THE PIONEER VALLEY METROPOLITAN PLANNING ORGANIZATION (MPO) FOR THE MPO'S REVIEW AND APPROVAL AT ITS AUGUST 22, 2017 MEETING.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

9. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Pioneer Valley Transit Authority (PVTA) in Order to Secure the Required 20% Funding Match for the PVPC's Section 5303 Planning Contract With the Federal Transit Administration (FTA)

Mr. Gunn again called on PVPC Principal Planner Dana Roscoe to address this agenda item. Mr. Roscoe stated that PVPC's Federal Transit Administration (FTA) Section 5303 transit planning funds have increased slightly and he noted that the Pioneer Valley Transit Authority (PVTA) will be providing the required 20% funding match. Mr. Roscoe explained that the PVPC enters into a contract with the PVTA on an annual basis in order to secure the 20% match for the

Commission's transit planning activities in support of the PVTA.

Mr. Gunn called for a motion to address agenda item 9.

MOVED BY JUDY TERRY, SECONDED BY MARK CAVANAUGH, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED \$99,510, WITH THE PIONEER VALLEY TRANSIT AUTHORITY (PVTA) IN ORDER TO SECURE THE REQUIRED 20% FUNDING MATCH FOR THE PVPC'S SECTION 5303 TRANSIT PLANNING CONTRACT WITH THE FEDERAL TRANSIT ADMINISTRATION (FTA).

Mr. Gunn asked if there were any questions regarding the motion for agenda item 9 but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

10. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Pioneer Valley Transit Authority (PVTA) in Order for the PVPC to Perform Transit Planning Work in Support of the PVTA During Federal Fiscal Years 2018 and 2019

Mr. Gunn once again called on PVPC Principal Planner Dana Roscoe to address this agenda item. Mr. Roscoe explained that the Pioneer Valley Transit Authority (PVTA) does not have any transit planners on staff whereas PVPC has three full-time transit planners and he noted that the PVTA has chosen to use their discretionary federal transit planning funds to hire the PVPC to perform the PVTA's ongoing transit planning work.

Mr. Gunn called for a motion to address agenda item 10.

MOVED BY LYNN ARNOLD, SECONDED BY MARK CAVANAUGH, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED \$220,000, WITH THE PIONEER VALLEY TRANSIT AUTHORITY (PVTA) IN ORDER FOR THE PVPC TO PERFORM TRANSIT PLANNING WORK IN SUPPORT OF THE PVTA DURING FEDERAL FISCAL YEARS 2018 AND 2019 AS OUTLINED IN THE PLANNING COMMISSION'S UNIFIED PLANNING WORK PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

11. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Franklin Regional Council of Governments for Public Health Emergency Preparedness Services for the Hampden County Health Coalition in FY2018

Mr. Gunn called on James Mazik, Deputy Director for Operations and Community Development Section Manager, to address this agenda item. Mr. Mazik stated that this is an annual contract with the Franklin Regional Council of Governments (FRCOG) to provide full time Public Health Emergency Preparedness (PHEP) planner support staff for the Hampden County Health Coalition (HCHC). Mr. Mazik noted that this contract is retroactive to July 1, 2017 and he stated that we still have not received it, noting that it takes a substantial time for the state to process the required contract.

Mr. Gunn called for a motion to address agenda item 11.

MOVED BY JUDY TERRY, SECONDED BY T.J. COUSINEAU, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, EFFECTIVE JULY 1, 2017, NOT TO EXCEED ONE HUNDRED SEVENTY-SEVEN THOUSAND SIX HUNDRED TWENTY DOLLARS AND NO CENTS (\$177,620.00), WITH THE FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS TO PROVIDE PUBLIC HEALTH EMERGENCY PREPAREDNESS SERVICES FOR THE HAMPDEN COUNTY HEALTH COALITION IN FY2018.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

12. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Town of Ludlow for Regional Maven Nurse Consultant Services for Communities Within the Hampden County Health Coalition in FY2018

Mr. Gunn again called on PVPC Deputy Director James Mazik to address this agenda item. Mr. Mazik stated that there had previously been funding for a nurse in the Town of Ludlow to provide Massachusetts Virtual Epidemiologic Network (MAVEN) services to the communities who didn't have the ability to do the reporting as required by the state. Mr. Mazik stated that after this funding ended, the HCHC members voted to allocate program funds to provide MAVEN nurse consultant services for seven HCHC communities. Mr. Mazik noted that in the past, the Town of Ludlow received an administrative fee to oversee this program, however, the state has decided it will no longer allow this fee to be paid and therefore there is a possibility that Ludlow may not want to continue providing the MAVEN services. Mr. Mazik stated that the PVPC is looking into some other options but in the meantime Executive Committee members are being asked to act on this motion in the event that the Town of Ludlow does ultimately agree to continue providing the regional MAVEN nurse services.

Mr. Gunn called for a motion to address agenda item 12.

MOVED BY LYNN ARNOLD, SECONDED BY MICHAEL MARCINIEC, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, EFFECTIVE JULY 1, 2017, NOT TO EXCEED NINE THOUSAND DOLLARS AND NO CENTS (\$9,000.00), WITH THE TOWN OF LUDLOW TO PROVIDE REGIONAL MAVEN NURSE SERVICES TO THE TOWNS OF BLANDFORD, GRANVILLE, MONSON, MONTGOMERY, PALMER, RUSSELL AND TOLLAND UNDER THE PVPC'S FISCAL YEAR 2018 HCHC CONTRACT WITH THE FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

13. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Franklin Regional Council of Governments for Public Health Medical Reserve Corps Services for Hampden County in FY2018

Mr. Gunn once again called on PVPC Deputy Director James Mazik to address this agenda item. Mr. Mazik stated that agenda items 13 and 14 are related. He explained that agenda item 13 is a contract for the PVPC to receive monies from the FRCOG to provide Medical Reserve Corps (MRC) coordination and facilitation services for Hampden County. Mr. Mazik stated that agenda item 14 is to enact our Year 3 contract with MRC Consultant Lois Luniewicz in order for her to perform the MRC services under a 3 year contract. Mr. Mazik noted that in the past, a small administrative fee was included, however, that fee is no longer allowed for this work.

Mr. Gunn then called for a motion to address agenda item 13.

MOVED BY T.J. COUSINEAU, SECONDED BY JUDY TERRY, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, EFFECTIVE JULY 1, 2017, NOT TO EXCEED TWENTY-TWO THOUSAND FIFTY-NINE DOLLARS AND NO CENTS (\$22,059.00), WITH THE FRANKLIN REGIONAL COUNCIL OF GOVERNMENTS TO PROVIDE MEDICAL RESERVE CORPS COORDINATION AND FACILITATION SERVICES FOR HAMPDEN COUNTY IN FISCAL YEAR 2018.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

14. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Year 3 Contractual Agreement With Lois Luniewicz in Order to Undertake and Complete the Required Services Under the PVPC's FY2018 Contract With the Franklin Regional Council of Governments for the Hampden County Medical Reserve Corps Program

Mr. Gunn called for a motion to address agenda item 14.

MOVED BY LYNN ARNOLD, SECONDED BY MARILYN GORMAN FIL, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT EFFECTIVE JULY 1, 2017, NOT TO EXCEED TWENTY TWO THOUSAND FIFTY-NINE DOLLARS AND NO CENTS (\$22,059.00), AND A YEAR 3 CONTRACT EXTENSION IN ORDER FOR LOIS LUNIEWICZ TO PERFORM THE REQUIRED STAFF SERVICES IN SUPPORT OF THE FISCAL YEAR 2018 HAMPDEN COUNTY MEDICAL RESERVE CORPS PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

15. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Metropolitan Area Planning Council for FFY16 Family Reunification Phase II Services

Mr. Gunn once again called on PVPC Deputy Director James Mazik to address this agenda item. Mr. Mazik stated that the Family Reunification program addresses the needs of children in disasters. He noted that the work involves coordinating with different entities and service providers and coming up with a plan to address family reunification needs and associated support services.

Mr. Gunn called for a motion to address agenda item 15.

MOVED BY JUDY TERRY, SECONDED BY T.J. COUSINEAU, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED EIGHTEEN THOUSAND ONE HUNDRED SIXTY-SIX DOLLARS AND NO CENTS (\$18,166.00), WITH THE METROPOLITAN AREA PLANNING COUNCIL FOR PHASE II FAMILY REUNIFICATION SERVICES ON BEHALF OF THE WESTERN REGIONAL HOMELAND SECURITY ADVISORY COUNCIL.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

16. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Amendment With the Community Economic Development Assistance Corporation to Authorize the PVPC to Continue as a Regional Service Provider Under the Home Modification Loan Program

Mr. Gunn again called on Deputy Director James Mazik to address this agenda item. Mr. Mazik stated that this is a contractual amendment to increase the contract with the Community Economic Development Assistance Corporation (CEDAC) and he explained that it is a continuation of the Home Modification Loan Program that PVPC manages with funding provided by CEDAC.

After Mr. Mazik responded to several clarifying questions, Mr. Gunn called for a motion to address agenda item 16.

MOVED BY LYNN ARNOLD, SECONDED BY MARILYN GORMAN FIL, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AMENDMENT, EFFECTIVE JULY 1, 2017, FOR UP TO \$150,000, THEREBY INCREASING THE NOT TO EXCEED BASE CONTRACT WITH THE COMMUNITY ECONOMIC DEVELOPMENT ASSISTANCE CORPORATION (CEDAC) TO \$6,315,521 IN ORDER FOR THE PVPC TO CONTINUE TO SERVE AS A REGIONAL SERVICE PROVIDER UNDER THE HOME MODIFICATION LOAN PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

17. Authorization for the Executive Director to Negotiate and Execute Mutually Acceptable Contractual Agreements With the Following Communities in Order for the PVPC to Administer FFY2017 Massachusetts Department of Housing and Community Development (DHCD) Community Development Fund (CDF) Award Programs:

- |                    |                             |
|--------------------|-----------------------------|
| a) Town of Ware    | d) Town of Chester          |
| b) Town of Russell | e) Town of Spencer          |
| c) Town of Warren  | f) Town of North Brookfield |

Mr. Gunn called on Deputy Director James Mazik to address this agenda item. Mr. Mazik stated that these new CDF grant awards equate to approximately \$5.3 million of funding which is about 25% of the competitive monies awarded statewide. Mr. Mazik also reported that that PVPC will be receiving \$18,000 for the preparation of the successful grant applications. Mr. Mazik then listed the grant awards for each community and he described the projects to be undertaken. Mr. Mazik explained that each of the motions for agenda item 17 is for the administrative fees that the PVPC will be receiving to oversee the projects. Mr. Gunn asked if agenda items 17(a) through 17(f) could be addressed as one motion. Mr. Mazik noted that PVPC's auditors would like to see the motion for each contract addressed and acted on individually.

Mr. Gunn then called for a motion to address agenda item 17 (a).

a) Town of Ware

MOVED BY JUDY TERRY, SECONDED BY MARILYN GORMAN FIL, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED TWO HUNDRED FOURTEEN THOUSAND FIVE HUNDRED SEVENTY-FIVE DOLLARS AND NO CENTS (\$214,575.00), WITH THE TOWN OF WARE IN ORDER FOR THE PVPC TO PROVIDE GRANT MANAGEMENT SERVICES TO A MULTI-COMMUNITY FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM ENCOMPASSING THE TOWNS OF WARE, WARREN AND HARDWICK.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

b) Town of Russell

Mr. Gunn called for a motion to address agenda item 17 (b).

MOVED BY MARILYN GORMAN FIL, SECONDED BY LYNN ARNOLD, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED TWO HUNDRED NINETEEN THOUSAND DOLLARS AND NO CENTS (\$219,000.00), WITH THE LEAD TOWN OF RUSSELL IN ORDER FOR THE PVPC TO PROVIDE GRANT MANAGEMENT SERVICES TO ADMINISTER A MULTI-COMMUNITY FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM ENCOMPASSING THE TOWNS OF RUSSELL, HUNTINGTON, CHESTER AND MIDDLEFIELD.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

c) Town of Warren

Mr. Gunn called for a motion to address agenda item 17 (c).

MOVED BY LYNN ARNOLD, SECONDED BY MICHAEL MARCINIEC, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED ONE HUNDRED TWENTY-ONE THOUSAND DOLLARS AND NO CENTS (\$121,000.00), WITH THE TOWN OF WARREN IN ORDER FOR THE PVPC TO PROVIDE GRANT MANAGEMENT SERVICES TO ADMINISTER ITS FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.



THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

d) Town of Chester

Mr. Gunn called for a motion to address agenda item 17 (d).

MOVED BY MICHAEL MARCINIEC, SECONDED BY T.J. COUSINEAU, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED ONE HUNDRED THIRTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$135,000.00), WITH THE TOWN OF CHESTER IN ORDER FOR THE PVPC TO PROVIDE GRANT MANAGEMENT SERVICES TO ADMINISTER ITS FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

e) Town of Spencer

Mr. Gunn called for a motion to address agenda item 17 (e).

MOVED BY T.J. COUSINEAU, SECONDED BY MARK CAVANAUGH, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED ONE HUNDRED FORTY-SIX THOUSAND EIGHT HUNDRED FIFTY-THREE DOLLARS AND NO CENTS (\$146,853.00), WITH THE TOWN OF SPENCER IN ORDER FOR THE PVPC TO PROVIDE GRANT MANAGEMENT SERVICES TO ADMINISTER ITS FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

f) Town of North Brookfield

Mr. Gunn called for a motion to address agenda item 17 (f).

MOVED BY MARK CAVANAUGH, SECONDED BY JUDY TERRY, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED ONE HUNDRED TWENTY THOUSAND DOLLARS AND NO CENTS (\$120,000.00), WITH THE TOWN OF NORTH BROOKFIELD IN ORDER FOR THE PVPC TO PROVIDE GRANT MANAGEMENT SERVICES TO ADMINISTER ITS FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

18. Authorization for the Executive Director to Negotiate and Execute Mutually Acceptable Contractual Agreements With the Following Communities in Order to Implement Domestic Violence Prevention Projects Encompassed Within FFY2017 Massachusetts Department of Housing and Community Development (DHCD) Community Development Fund (CDF) Award Programs:

- a) Town of Ware                      b) Town of Warren                      c) Town of Russell

Mr. Gunn called on Deputy Director James Mazik to address this agenda item. Mr. Mazik stated that as part of the CDF grant application process, PVPC must issue a Request for Proposals (RFP) for any social service entities who want to be included in the grant for domestic violence prevention and he noted that the PVPC must respond to the RFP that we issue on behalf of the communities. Mr. Mazik stated that this is not for grant management or administration but it is actually program delivery and he explained that a separate contract needs to be executed for the domestic violence components for these three new CDF grants. Mr. Mazik noted that these contracts are for the PVPC to implement the Domestic Violence

Prevention Programs in the communities of Ware, Warren and the Southern Hilltowns which encompasses the Towns of Russell, Huntington, Middlefield and Chester.

Mr. Gunn called for a motion to address agenda item 18 (a).

a) Town of Ware

MOVED BY JUDY TERRY, SECONDED BY MARILYN GORMAN FIL, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED FIFTY THOUSAND DOLLARS AND NO CENTS (\$50,000.00), WITH THE TOWN OF WARE IN ORDER FOR THE PVPC TO IMPLEMENT THE WARE DOMESTIC VIOLENCE PREVENTION SERVICES PROJECT UNDER THE TOWN'S FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

b) Town of Warren

Mr. Gunn called for a motion to address agenda item 18 (b).

MOVED BY MARILYN GORMAN FIL, SECONDED BY LYNN ARNOLD, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED TWENTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$25,000.00), WITH THE TOWN OF WARREN IN ORDER FOR THE PVPC TO IMPLEMENT THE WARREN DOMESTIC VIOLENCE PREVENTION SERVICES PROJECT UNDER THE TOWN'S FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

c) Town of Russell

Mr. Gunn called for a motion to address agenda item 18 (c).

MOVED BY LYNN ARNOLD, SECONDED BY MICHAEL MARCINIEC, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A MUTUALLY ACCEPTABLE CONTRACTUAL AGREEMENT, NOT TO EXCEED FORTY THOUSAND DOLLARS AND NO CENTS (\$40,000.00), WITH THE LEAD TOWN OF RUSSELL IN ORDER FOR THE PVPC TO IMPLEMENT THE SOUTHERN HILLTOWNS DOMESTIC VIOLENCE PREVENTION SERVICES PROJECT UNDER A MULTI-COMMUNITY FEDERAL FISCAL YEAR 2017 MASSACHUSETTS CDF PROGRAM ENCOMPASSING THE TOWNS OF RUSSELL, HUNTINGTON, MIDDLEFIELD AND CHESTER.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

19. Approval of a Required Series of Resolutions in Order for the Commission to Adopt the PVPC's Amended Section 125 Cafeteria Plan for the Time Period Encompassing September 1, 2017 to August 31, 2018 and to Certify and File the Relevant Plan Documentation

Mr. Brennan stated that this is an annual housekeeping item and he noted that the following resolutions need to be acted on by the Executive Committee to continue and activate the PVPC's Amended Section 125 Cafeteria Plan for the 12 month period beginning on September 1, 2017.

Mr. Gunn called for a motion to address agenda item 19.

MOVED BY MICHAEL MARCINIEC, SECONDED BY T.J. COUSINEAU, THAT THE EXECUTIVE COMMITTEE APPROVE THE FOLLOWING REQUIRED SERIES OF RESOLUTIONS IN ORDER FOR THE COMMISSION TO ADOPT THE PVPC'S AMENDED SECTION 125 CAFETERIA PLAN FOR THE TIME PERIOD ENCOMPASSING SEPTEMBER 1, 2017 TO AUGUST 31, 2018 AND TO CERTIFY AND FILE ALL RELEVANT SECTION 125 PLAN DOCUMENTATION.

RESOLVED, that the form of Amended Section 125 Cafeteria Plan effective September 1, 2017 presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

Mr. Gunn asked if there were any questions regarding the subject motion but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE MOTION WAS UNANIMOUSLY APPROVED.

20. Authorization to Commit an Additional \$2,000 of PVPC Local Funds to the Planning Commission's Established Special Projects Funding Pool For FY2018 for a New Total of \$40,000

Mr. Brennan stated that the Executive Committee had previously authorized an initial \$38,000 for the new fiscal year that began on July 1<sup>st</sup> but it was necessary to increase that amount to \$40,000. Mr. Brennan explained that these funds are to provide Local Technical Assistance for our member communities during the course of the current 2018 Fiscal Year.

Mr. Gunn called for a motion to address this agenda item.

MOVED BY T.J. COUSINEAU, SECONDED BY MARK CAVANAUGH, TO AUTHORIZE THE EXECUTIVE DIRECTOR TO COMMIT AN ADDITIONAL \$2,000 OF PVPC LOCAL FUNDS TO THE PLANNING COMMISSION'S PREVIOUSLY ESTABLISHED SPECIAL PROJECTS FUNDING POOL FOR FISCAL YEAR 2018 FOR A NEW TOTAL OF \$40,000.

Mr. Gunn asked if there were any questions regarding the subject resolutions but none were forthcoming.

THERE BEING NO FURTHER COMMENTS OR QUESTIONS, THE RESOLUTIONS, AS OUTLINED, WERE UNANIMOUSLY APPROVED.

21. Executive Director's Highlights Including an Update on Ongoing Efforts to Address and Resolve Significant Costs Proposed to be Reimbursed by Select RPAs Which are Enrolled in the Massachusetts State Retirement Plan

Mr. Brennan reported that the first full PVPC Commission meeting will take place on October 12<sup>th</sup> and he stated that the main agenda item will be a panel focusing on the issues confronting the rural communities. Mr. Brennan stated that we have asked Linda Dunlavy, Executive Director for the Franklin Regional Council of Governments (FRCOG) to participate, adding that Ms. Dunlavy also sits on the Rural Policy Advisory Commission. In addition, Mr. Brennan stated that we have invited State Representative Steve Kulik as well as Jeanne LeClaire, the new Economic Development Director for the Gateway Hilltown Collaborative. Mr. Brennan stated that the October 12<sup>th</sup> agenda will also include a brief update by PVPC Senior Planner Larry Smith on work related to how communities can address the Commonwealth's new Recreational Marijuana law. Mr. Brennan noted that the October Commission meeting is usually followed by a Citizen Planner Training Collaborative class and he stated that our first choice for this year's course is *How to Read a Subdivision Plan*; the second choice is *Special Permits and Variances*; and the third choice is *Writing Reasonable and Defensible Decisions*.

Mr. Brennan next reported that the 2017 New England "State of the Region" Conference will take place on October 18<sup>th</sup> at Springfield's Union Station. He noted that Massachusetts Secretary of Transportation Stephanie Pollack and Connecticut Department of Transportation Commissioner James Redeker will be there. Mr. Brennan stated that the panelists will

include several members of Congress from both Connecticut and Massachusetts and the keynote speaker is from the Eno Center for Transportation in Washington, D.C. Mr. Brennan also reported that the 2017 New England Knowledge Corridor Business Survey is currently underway and the deadline for responses is August 25<sup>th</sup>. Mr. Brennan stated that Connecticut Business and Industry Association (CBIA) will collect the data and they will present the results of this year's business survey at the conference on October 18th.

Mr. Brennan remarked that PVPC Senior Economic Development and Policy Analyst Lori Tanner has just finished reviewing the MassWorks grant applications from our municipalities and he noted that review comments have gone to the state. Mr. Brennan stated that 12 applications are from our region and 5 or 6 of them are for transportation projects in several small rural municipalities.

Mr. Brennan announced that on September 11<sup>th</sup> and 12<sup>th</sup>, he will be participating in a Transportation Study Tour in Seattle, Washington with a large delegation from Massachusetts. Mr. Brennan noted that this event is funded by the Barr Foundation of Boston which puts a lot of its resources into transportation advocacy and research.

Mr. Brennan stated that on August 18<sup>th</sup> there will be a meeting of the directors of the Massachusetts Association of Regional Planning Agencies (MARPA). He also announced that on September 18<sup>th</sup> from 8:00 a.m. to 2:00 p.m., there will be a statewide conference for municipal officials and staff on *Implementing Best Practices* to be held at the College of the Holy Cross in Worcester. Mr. Brennan stated that this is basically a no-cost event, however, advance registration is required.

At this point, Mr. Brennan provided an update on the issues related to the Massachusetts State Retirement Plan. Mr. Brennan stated that a working group was created in 2015 and it was filled with governor appointees who began to meet last winter, noting that the official representative for the Regional Planning Agencies (RPAs) is Janet Pierce, Executive Director for the Central Massachusetts Regional Planning Commission. Mr. Brennan pointed out that the working group is running behind schedule in reporting their findings and recommendations. Mr. Brennan stated that MARPA requested a one-on-one meeting with the Executive Office of Administration and Finance (A&F) officials and the Executive Director of the Massachusetts State Retirement Board (MSRB) which took place in Boston on August 15th. Mr. Brennan stated that a PowerPoint was presented to the state officials at that meeting and he believed that there is now an understanding that the RPAs are unique and that they are physically unable to pay the costs being imposed on them. Mr. Brennan then referred to the PowerPoint document entitled *Informational Presentation for EOA&F and MSRB Officials* and he explained that he created the PowerPoint with input from the seven RPAs that have received bills. Mr. Brennan noted that the MSRB does not have a legal way to bill three additional RPAs, namely the Berkshire Regional Planning Commission, the Franklin Regional Council of Governments and the Metropolitan Area Planning Council. He also noted that there are three other RPAs that are in entirely different retirement systems so they are not affected by this issue. Mr. Brennan commented that an RPA is legally defined as a *Special State District* and therefore should be treated the same as state employees but the A&F officials and the MSRB would not agree to explore that approach nor could they provide an alternative solution that was financially feasible. Mr. Brennan remarked that the only possible solution would be for the state officials and the working group to agree that (1) RPAs are unique; (2) RPAs do not have the financial capability to do what is expected of them regardless of what the various mandated provisions require; and (3) that some very small percentage of payroll be mutually agreed to as an acceptable solution to recommend to the State Legislature. Mr. Brennan stated that he felt that this would demonstrate good faith and it would show that the RPAs are trying to be cooperative, however, he remarked that the state officials did not immediately respond to this suggestion at the August 15<sup>th</sup> meeting.

Finally, Mr. Brennan provided an update on rail issues, noting that the PVPC continues to be very active on various rail projects. Mr. Brennan noted that the state issued a universal statewide project that could potentially go into their new updated Massachusetts State Rail Plan. He reported that the Commission's three priority projects are included but they have to go through a rigorous economic analysis to see if they have enough cost benefit to be recommended for the plan. Mr. Brennan believed that the project to expand service on the North/South Knowledge Corridor from Springfield to Greenfield is going forward, as well as improving the rail freight line, the so-called New England Central Corridor, but the most difficult project will be the recommended East/West passenger rail connection between Boston, Worcester, Palmer, Springfield, Hartford and New Haven, as well as Boston to Montreal and New Haven to Montreal. In response to a question from Mr. Cavanaugh, Mr. Brennan stated that there is no longer an active plan to use refurbished MBTA trains to provide additional rail service up the Valley. He explained that the Massachusetts Secretary of Transportation decided to keep more surplus equipment in Boston and they were also planning to send train sets to Connecticut who would return them fully refurbished in 4 or 5 years. Mr. Brennan stated that the plan now is to try to extend the Amtrak shuttle trains that run between Springfield and New Haven to serve Holyoke, Northampton and Greenfield but there are many complications that will need to be resolved to implement this option.

22. Other Business

Mr. Gunn asked if there was any further business to conduct. There being no further business for the Executive Committee to conduct, Chairman Gunn adjourned the August 17<sup>th</sup> Executive Committee meeting at 5:25 p.m. without objection.

Respectfully Submitted,

Douglas Albertson, Secretary/Clerk

List of Documents and Other Items Distributed at the August 17, 2017 Meeting

1. Executive Committee August 17, 2017 Meeting Agenda and Suggested Motions
2. Executive Committee June 22 2017 Meeting Minutes
3. PVPC Warrant: June 1 through June 30, 2017
4. PVPC Warrant: July 1 through July 31, 2017
5. PVPC 12 Month Budget (July 1, 2016 through June 30, 2017)
6. PVPC Financial Summary Profile as of August 17, 2017
7. MARPA Informational Presentation for EOA&F and MSRB Officials, August 15, 2017