



Catalyst for Regional Progress

PVPC

Timothy W. Brennan, Executive Director

EXECUTIVE COMMITTEE MEETING

DATE: Thursday, November 20, 2014
TIME: 4:00 p.m.
PLACE: Pioneer Valley Planning Commission (PVPC)
60 Congress Street – 2nd Floor, Large Conference Room
Springfield, Massachusetts 01104

A G E N D A

	<u>Action</u>	<u>Information</u>
1. Chairman's Call to Order, Welcome and Approval of the Minutes of the Executive Committee Meeting Held on September 18, 2014 (these meeting minutes are attached)	<input checked="" type="checkbox"/>	
2. Warrant/Financial Reports (to be distributed)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Massachusetts Department of Public Health (MDPH) to Perform a Series of Health Planning Tasks and Technical Assistance Activities	<input checked="" type="checkbox"/>	
4. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Massachusetts Department of Environmental Protection to Conduct a Bacterial Source Tracking Program on the Chicopee River in the Communities of Ludlow, Chicopee and Springfield	<input checked="" type="checkbox"/>	
5. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Connecticut River Watershed Council (CRWC) Under Which CRWC Will, as a Subcontractor, Assist the Planning Commission to Conduct a DEP-Funded Bacterial Source Tracking Program on the Chicopee River in the Communities of Ludlow, Chicopee and Springfield	<input checked="" type="checkbox"/>	
6. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With Kleen Rite Services for Office Cleaning Services Required at 60 Congress Street in Springfield.	<input checked="" type="checkbox"/>	
7. Authorization for the Executive Director to Execute a Mutually Acceptable Agreement With the Commission's Companion Nonprofit, Pioneer Valley Regional Ventures Center Incorporated, to Provide Consultant Support Services Required in Order to Undertake Multiple Single Jurisdictional, Hazards Mitigation Plans or Plan Updates With Funding Awarded by the Massachusetts Emergency Management Agency (MEMA)	<input checked="" type="checkbox"/>	
8. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Three Year Lease Agreement With Toshiba Business Solutions for a New High Volume Copier to Support the PVPC and its Day to Day Operations	<input checked="" type="checkbox"/>	

	<u>Action</u>	<u>Information</u>
9. Authorization for the Executive Director to Implement the Recommended Changes to be Outlined in the PVPC's Operations Manual as it Pertains to Section III – Financial Control Policies and Procedures.	<input checked="" type="checkbox"/>	
10. Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Massachusetts Clean Energy Center to Offer a Regional Program to Increase the Adoption of New High Efficiency Thermal Heating and Cooling Technologies and Other Related Work Tasks	<input checked="" type="checkbox"/>	
11. Informational Report on the Status of an EPA Office of the Inspector General (OIG) Audit of the PVPC Regional Brownfield Revolving Loan Programs and PVPC's Response to the Issuance of the OIG's Draft Report (see attached PVPC response dated November 7, 2014)		<input checked="" type="checkbox"/>
12. Informational Updates on Several Municipal Shared Service Projects, Including: (a) Shared Police Personnel Project – Chesterfield and Williamsburg (b) Shared Conservation Agent – Southampton and Easthampton (c) Shared Municipal Accountant Program – Granby, Hatfield, Chesterfield and Blandford		<input checked="" type="checkbox"/>
13. Executive Director's Report Including Personnel Issues (please see enclosed letter dated October 24, 2014)		<input checked="" type="checkbox"/>
14. Other Business	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ADJOURN		

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Attachments

cc: PVPC Staff

a-excmte11.20.14/admin/commission/agendas