

## U P D A T E D   S U G G E S T E D   M O T I O N S

- Agenda Item #3 – Review, Discuss and Endorse the Pioneer Valley’s 2018 Comprehensive Economic Development Strategy (CEDS) Annual Report as Recommended by the Plan for Progress Coordinating Council

Moved by \_\_\_\_\_, that the Pioneer Valley Planning Commission Executive Committee hereby approves and adopts the Pioneer Valley’s 2018 Comprehensive Economic Development Strategy (CEDS) Annual Report as recommended by the Plan for Progress Coordinating Council and, simultaneously authorizes the final 2018 CEDS to be submitted to the Federal Economic Development Administration (EDA) for its approval.

- Agenda Item #4 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable FY 2019 Contractual Agreement With the Town of Hadley Planning Board in Order for the PVPC to Continue Hadley’s Planning Board Assistance Program

Moved by \_\_\_\_\_, to authorize the Executive Director to negotiate and execute a mutually acceptable \$7,500 FY 2019 contractual agreement with the Town of Hadley Planning Board in order for the PVPC to continue Hadley’s Planning Board Assistance Program.

- Agenda Item #5 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable FY 2019 Contractual Agreement With the Town of Southamptton Planning Board in Order for the PVPC to Continue Southamptton’s Planning Board Assistance Program

Moved by \_\_\_\_\_, to authorize the Executive Director to negotiate and execute a mutually acceptable \$9,500 FY 2019 contractual agreement with the Town of Southamptton Planning Board in order for the PVPC to continue Southamptton’s Planning Board Assistance Program.

- Agenda Item #6 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Year 1 Contractual Agreement with Lois Luniewicz in Order to Undertake and Complete Required Services Under the PVPC’s Fiscal Year 2019 Contract With the Franklin Regional Council of Governments for the Support of the Hampden County Medical Reserve Corps Program Inclusive of an Option to Enter Into Subsequent Year 2 and Year 3 Agreements Subject to Available Funding and Satisfactory Performance

Moved by \_\_\_\_\_, to authorize the Executive Director to negotiate and execute a mutually acceptable contractual agreement with Lois Luniewicz effective July 1, 2018, not to exceed Twenty Three Thousand Eighty-Eight Dollars and No Cents (\$23,088.00), in order to perform the required consultant services in support of the FY2019 Hampden County Medical Reserve Corps Program.

- Agenda Item #7 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement with Peter Prieto in Order to Undertake and Complete Services Required as the Central Hampden County Medical Reserve Corps Team Leader

Moved by \_\_\_\_\_, to authorize the Executive Director to negotiate and execute a mutually acceptable contractual agreement with Peter Prieto, effective July 1, 2018, not to exceed Eight Thousand Four Hundred Dollars and No Cents (\$8,400.00), in order to perform the required Team Leader Services for the Central Hampden County Medical Reserves Program.

- Agenda Item #8 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Contractual Agreement With the Town of West Springfield for Housing Rehabilitation Oversight Services Requested by the Town

Moved by \_\_\_\_\_, to authorize the Executive Director to negotiate and execute a mutually acceptable contractual agreement, not to exceed Eight Thousand Dollars and No Cents (\$8,000), with the Town of West Springfield to oversee the remainder of its FY16 CDBG Housing Rehabilitation Program totaling up to 2 units of housing rehabilitation.

- Agenda Item #9 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Year 1 Contractual Agreement With Eric A. Kinshurf CPA for Regional Municipal Accounting Services Required by the Towns of Blandford, Chesterfield and Goshen Inclusive of an Option to Enter Into Subsequent Year 2 and Year 3 Agreements Subject to Available Funding and Satisfactory Performance

Moved by \_\_\_\_\_, to authorize the Executive Director to negotiate and execute a mutually acceptable contractual agreement with Eric A. Kinshurf, CPA, effective July 1, 2018, not to exceed Eighty-One Thousand and No Cents (\$81,000.00), in order to perform the required accounting consultant services in support of the FY2019 Regional Municipal Accounting Services Program.

- Agenda Item #10 - Authorization for the Executive Director to Negotiate and Execute a Mutually Acceptable Year 1 Contractual Agreement(s) to Provide, in FY 2019, Regional Municipal Accounting Services to the Towns of Blandford, Chesterfield and Goshen Inclusive of an Option to Enter Into Subsequent Year 2 and Year 3 Agreements Subject to Available Funding and Satisfactory Performance

Moved by \_\_\_\_\_, to authorize the Executive Director to negotiate and execute a mutually acceptable contractual agreement with:

- a) the Town of Blandford, effective July 1, 2018, not to exceed Twenty-Eight Thousand Three Hundred Thirty-Four Dollars and No Cents (\$28,334.00), and
- b) the Town of Chesterfield effective July 1, 2018, not to exceed Twenty-Six Thousand Three Hundred Thirty-Four Dollars and No Cents (\$26,334.00), and
- c) the Town of Goshen, effective July 1, 2018, not to exceed Thirty Thousand Three Hundred Thirty-Four Dollars and No Cents (\$30,334.00),

for the PVPC to provide the required services to implement the FY2019 Regional Municipal Accounting Services Program.

- Agenda Item #11 - Authorization to Commit an Initial \$40,000 of PVPC Local Funds to the Commission's Special Projects Funding Pool for the Fiscal Year 2019 Time Period

Moved by \_\_\_\_\_, to authorize the Executive Director to commit an initial \$40,000 of PVPC local funds to the Planning Commission's Special Projects funding pool for the new, 2019 Fiscal Year beginning on July 1, 2018.

- Agenda Item #12 - Review and Approval of a Series of Recommended Changes to the PVPC Operations Manual Which Encompass Housekeeping Items, Revised Personnel Policies, Procurement Revisions and Modifications Required to Comply With OMB's Uniform Administrative Requirements, Cost Principles and Audit Specifications for Federal Grant Awards

Moved by \_\_\_\_\_, to authorize the approval of a series of recommended changes to the PVPC Operations Manual which encompass housekeeping items, revised personnel policies, procurement revisions and modifications required to comply with OMB's Uniform Administrative Requirements, Cost Principles and Audit Specifications for Federal Grant Awards.

- Agenda Item #15 – Other Business

Moved by \_\_\_\_\_, that effective immediately, a new personnel policy is adopted requiring all regular PVPC staff members to periodically attend and participate in a Commission-sponsored sexual harassment prevention training program. Further, the staff is directed to make any needed modifications to the PVPC Operations Manual to reflect this new staff training requirement.

TWB/las

cc: PVPC Staff

Mo-exec 06.28.18.doc/Admin/Commission/motions