

JAMES MULLEN, Chair
SHEILA IRVIN, Vice-Chair
GALE LABELLE, Clerk
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NATHANIEL W. KARNS, A.I.C.P.
Executive Director

MEETING NOTES

Berkshire Public Health Alliance District Incentive Grant Meeting

Thursday, August 4, 2011
6:00 – 8:00 (Refreshments at 5:30)
Berkshire Regional Planning Commission
1 Fenn Street
Pittsfield, MA
2nd Floor Conference Room
(directions at: <http://www.berkshireplanning.org/about/directions.html>)

Towns/Cities Represented

Egremont – Sandra Martin (BOH Agent/also
BCBOHA Staff)

New Marlborough – Jack Bellinger (BOH Member)

Richmond – Andy Fisher (BOH Member)

Richmond – Tony Segal (BOH Member)

Sandisfield – Kathleen Segrin (BOH Member)

Sheffield – Priscilla Cote (BOH Chairperson)

Washington – Jim Huebner (BOH/BOS Chairperson)

Williamstown – Jeff Kennedy (BOH Agent)

Partners Present

BCBOHA – Laura Kittross and Diane Persson

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- ❖ Approval of Meeting Notes from July 21, 2011 meeting
 - J. Kennedy motioned, T. Segal seconded, unanimously approved meeting notes
 - ❖ Reports / updates from municipalities
 - Richmond – BOH and BOS have approved
 - Sheffield – BOS approved
 - Williamstown – meeting scheduled for September
 - New Marlborough – BOS meet on August 8th and 22nd at 6PM. IMA will most likely be on 22nd agenda.
 - Sandisfield BOS meet on August 22nd. L. Kittross and D. Persson will attend.
 - Washington – BOH and BOS have approved
 - Adams – BOH and BOS have approved
 - Dalton – did not have a quorum at their last meeting. Next meeting scheduled for September 12th.
 - Egremont – BOH and BOS have approved
 - Hancock – meet in September
 - Great Barrington – on August 22nd agenda
 - Hinsdale – one member absent at last meeting; prefer to wait for entire board to discuss
 - Lanesborough – BOH and BOS approval
 - Peru – BOH and BOS approval
 - Windsor – BOH and BOS approval
 - West Stockbridge – did not have quorum at their last meeting
 - ❖ Intermunicipal Services Agreement (IMA) update

- T. Matuszko has the recommended changes from the attorneys, these are expected to be minor changes in wording
 - - When T. Matuszko returns from vacation, L. Kittross and S. Martin will speak to him about getting the changes out to towns as soon as possible
 - Kopelman and Paige refused to review IMA saying they had a conflict because multiple towns they represent are a party to the document
 - Dalton has asked that they write a formal letter saying that
 - J. Huebner asked about non-participating towns
 - Out of the 21 who originally signed, there are 19 that have been actively involved in the Alliance process
 - Every town in Berkshire County, including those who have not been part of the planning process, will have another chance to sign on. A letter will be sent to that effect, with a firm deadline for indicating that they will join. These towns will not be able to make changes to the IMA.
 - Target date for signing IMA – October 1, 2011
 - The draft RFR for the Implementation grant is being circulated and there is an upcoming meeting in Northampton on August 12, 2011
- ❖ “Business Plan” discussion – tabled in order to go to the Rules & Regulations discussion. Everyone was invited to review the handouts in preparation for the next meeting.
- ❖ Rules and Regulations of Operation discussion
- Final version to be adopted by Governing Board
 - L. Kittross went through changes that were made from last meeting
 - New changes:
 - Article I, Section 1: remove “and emergency response”
 - Article II, Section 2: remove “Non-member towns may only apply to become members in November of each year.”
 - Article II, Section 5: remove “Massachusetts” and replace with “Berkshire County and contiguous to”
 - Article II, Section 5: remove “Agreement” and replace with “Alliance”
 - Article II, Section 5: remove “who has not yet become a full member”
 - Article III, Section 3: needs to be reworked so it doesn’t conflict with the idea that there will be no cost to a town unless services are used
 - Article IV, Section I: change “...comprised of representatives from each member Municipality.” To “...comprised of two representatives from each member Municipality: one voting and one alternate.”
 - Article IV, Section 3: add “sets agenda for meetings of the Governing Board”
 - Article IV, Section 7: change “and” to “or”
 - Article V, Section 1: remove “Board voting representatives” and replace with “member towns”
 - Article V, Section 3: remove “seven” and replace with “ten”
 - Article V, Section 3: add a clause for emergency meetings requiring three days notice
 - Article V, Section 4: remove entire section because meeting minutes shouldn’t go out to everyone until approved by the Board
 - Article V, Section 5: remove “June” and replace with “July”
 - Article V, Section 7: remove “or upon request from two or more Members through their Board voting Representatives”
 - Article V, Section 7: add “Special meetings must be called if 20% of members request it.
 - Article V, Section 7: removed “Seven” and replace with “ten”
 - Article V, Section 7: add a clause for emergency meetings requiring three days notice
 - Article VI, Section 3, 4, and 5 will be reworked into bullet format for easier understanding
 - Article VI, Section 4: remove “by the Host Agency” and replace with “to the Alliance”
 - Article VI, Section 6: a subcommittee of the Governing Board will need to work on issues of standardizing forms
 - Article VI, Section 7: remove “receiving services shall” and replace with “municipalities may”
 - Article VI, Section 7: Complaint process needs clarification. May be times where a phone call will clear things up. Otherwise, a complaint form will need to be created and filled out. At time the Alliance may need to investigate
 - Article VIII, Section 3: rework to reflect that no town will be assessed a fee unless services are used
- ❖ Implementation Grant discussion

- There will probably be 3-5 \$100,000 Implementation grants awarded (RFR says five)
 - At least one requirement needs to be met:
 - 150 square miles
 - 5 or more towns
 - 50,000 people covered
 - If all 21 towns sign again, we will meet all 3 requirements
 - If not, we should still meet the square miles and number of towns

❖ Next Meeting

- Tentatively scheduled for August 25, 2011
- Agenda items
 - Continue Rules and Regulations of Operation discussion
 - Business Plan discussion
 - Discussion of the Implementation Grant

❖ Adjourn

More Information:

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RSVP:

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