



**MONTACHUSETT REGIONAL PLANNING COMMISSION (MRPC)
THURSDAY, NOVEMBER 4, 2021
7:00 PM**

AGENDA REVISED

This meeting will be held online.

- Online Attendance
 - All potential attendees (Commissioners, MRPC employees and guests) are asked to register prior to the starting time of the meeting (7:00 p.m.) to ensure that all meeting technology will be working properly before the meeting begins.
<https://forms.office.com/g/dxW9n75rW0>

=====

Virtual attendee registration information follows:

1. In accordance with the Open Meeting Law, potential meeting participants are able to register throughout the duration of a posted public meeting.
2. Registration information will include potential meeting members' name, affiliation, and email address.
3. All persons registering for meeting access will be admitted to the meeting.
4. Registrants will be issued online meeting information via email.

MRPC utilizes GoToMeeting and Zoom for its online meetings. MRPC staff will not be able to provide technical assistance concerning these online meeting platforms. Meeting registrants are urged to download the relevant tele videoconferencing app (GoToMeeting and Zoom) well in advance of any and all MRPC meetings and to obtain help from the online app websites, provided here for your convenience.

GoToMeeting <https://www.goto.com/meeting/join> and Zoom <https://zoom.us/>

=====

AGENDA REVISED

- 7:00 PM** **1. Open Meeting, Introductions and Announcements**
- 7:05 PM** **2. Approval of October 7, 2021, MRPC Minutes – Approvals of Commissioners Requested**
- 7:10 PM** **3. Cash Schedule – October 2021 – Approvals of Commissioners Requested**

Cash schedule follows on the next page.

MONTACHUSETT REGIONAL PLANNING COMMISSION (MRPC)		
CASH SCHEDULE		
10/1/2021-10/31/2021		
Meeting Date: 11/4/2021		
FY22		
OPENING BALANCES SEPTEMBER 30, 2021		
CHECKING - ENTERPRISE BANK BALANCE	\$153,741.62	
OUTSTANDING CHECKS AS OF 9/30/2021	(\$7,080.77)	
MRPC DEBIT CARD ACCOUNT	\$2,740.76	
MMDT	\$95,639.34	
MMDT OPEB	\$19,007.15	
EPA PROGRAM INCOME ACCOUNT - ENTERPRISE	\$224,497.45	
TOTAL OPENING BALANCES		\$488,545.55
CASH RECEIPTS		
EPA DRAWDOWN # 20	\$2,405.00	
TRANSFER TO MMDT OPEB ACCT FROM MRPC	\$2,000.00	
MEC - MORE RIDES PLANNING	\$29,583.22	
CLINTON FY22 ASSESSMENT	\$4,983.06	
EPA RLF PYMT SEPT 2021	\$3,199.15	
TOWNSEND FY22 ASSESSMENT	\$3,284.14	
WESTMINSTER GIS-223-093021	\$265.65	
FITCHBURG GIS-223-092421	\$584.33	
ROYALSTON FY22 ASSESSMENT	\$462.91	
MASSDOT # 11 AUGUST	\$50,034.09	
FTA # 11 AUGUST	\$2,414.66	
EPA RLF PYMT OCT 2021	\$3,199.14	
MA STATE UNEMPLOYMENT INSURANCE REFUND	\$278.59	
EDA DRAWDOWN # 10	\$17,500.00	
EDA COVID DRAW # 5	\$30,480.92	
TRANSFER TO DEBIT ACCOUNT	\$600.00	
INTEREST OCTOBER 2021 (all accounts)	\$19.39	
TOTAL RECEIPTS	TOTAL RECEIPTS	\$151,294.25
TOTAL CASH ON HAND BEFORE THIS WARRANT		\$639,839.80
LESS: AMOUNT OF THIS WARRANT (ALL CASH DISBURSEMENTS)		\$153,644.24
BALANCE AFTER THIS WARRANT (NOT INCLUDING MEC)		\$486,195.56
MEC 10/31/21 ENDING BALANCE		\$31,107.51
BALANCE AFTER THIS WARRANT (INCLUDING MEC)		\$517,303.07
ON DEPOSIT OCTOBER 31, 2021		
CHECKING - ENTERPRISE BANK BAL	\$141,889.30	
OUTSTANDING CHECKS AS OF 10/31/2021	(\$3,789.77)	
MRPC DEBIT CARD ACCOUNT	\$535.63	
MMDT	\$95,646.89	
MMDT OPEB	\$21,008.70	
EPA PROGRAM INCOME ACCOUNT - ENTERPRISE	\$230,904.81	
MEC* (ON CASH SCHEDULE EFFECTIVE 10/31/21)	\$31,107.51	
TOTAL ON DEPOSIT		\$517,303.07

7:20 PM 4. Administrative Matters

Information concerning pending status of retirement legislation and strategic planning will return to the monthly meeting agenda when these matters move forward.

- 1.1 Update: COVID-19 Office Space Management and Safety – Information
- 1.2 Update: FY19 Community Development Block Grant, COVID Response Award of \$296,100 to Shirley (Lead community), Lunenburg, Royalston, Townsend, and Westminster – Information
- 1.3 Montachusett Enterprise Center, Inc. (MEC) – Information
- 1.4 Administrative Matters
 - 1.4.1 Housekeeping Editions to the MRPC Personnel Policies and Employee Procedures Handbook – Action of the Commissioners Requested
 - 1.4.2 Flexible Work Locations and Scheduling Policy – Information
 - 1.4.3 American Rescue Plan Act (ARPA) – A New Federal Funding Program for Cities, Towns, Counties, and States
- 1.5 Other Administrative Matters
 - 1.5.1 Hiring an individual for the Principal Planner Position
 - 1.5.2 Hiring Individual for the Regional Planner Position
 - 1.5.3 Hiring an individual for the Economic Development Intern Position
 - 1.5.4 Posting of Economic Development Manager and ARPA SLFRF Grant Management and Compliance Director Positions

7:50 PM 5. Status Reports

- 5.1 GEOGRAPHIC INFORMATION SYSTEMS (GIS)**
- 5.2 PLANNING & DEVELOPMENT**
- 5.3 TRANSIT & TRANSPORTATION**

8:05 PM 6. New Business

This time is being reserved for topics that the chair did not reasonably anticipate would be discussed.

8:15 PM 7. Adjournment

This meeting will be recorded by GoToMeeting app and will be made available for viewing on <https://www.youtube.com/user/MontachusettRegion/videos> .

This notice is subject to change with reasonable notice provided to all.