

**MINUTES OF THE MEETING OF THE  
MONTACHUSETT REGIONAL PLANNING COMMISSION (MRPC)  
TUESDAY, NOVEMBER 22, 2016  
7:00 PM**

**1. OPEN MEETING AND INTRODUCTIONS**

J. Telepciak called the meeting order at 7:00 p.m. All present were introduced.

**2. APPROVAL OF OCTOBER 25, 2016 MRPC MEETING MINUTES**

M. Pineo moved to approve the October 25, 2016 minutes as printed. The motion was seconded and passed with one abstention.

**3. TREASURER'S REPORT**

**3.1 Approval of Cash Schedule**

A. Pease read the October 25, 2016 – November 30, 2016 cash schedule. Balance after last \$33,884.04.; Total receipts this month \$126,859.44; Total cash on hand before this warrant \$160,743.48; Less: amount of this warrant \$102,113.08: Balance after this warrant \$58,630.40.

M. Pineo moved to accept the October 25, 2016 – November 30, 2016 cash schedule as read subject to audit and to be placed on file. The motion was seconded and passed unanimously.

G. Eaton presented a handout regarding the FY2017 Budget vs. Actual Indirect expenses. To date, MRPC has expended 36% of its budget. Several line items are in the red. This matter will be on the agenda for the December MRPC meeting. At that time, we will request an amendment to certain line items that have gone over budget.

**4. PRESENTATION BY LAUREN MATTISON, UMASS AMHERST, CENTER FOR ENERGY EFFICIENCY AND RENEWABLE ENERGY**

L. Mattison gave a power point presentation regarding the Center for Energy Efficiency and Renewable Energy. The Center provides free technical assistance to communities and businesses throughout Massachusetts and New England. One program offered is the Energy Industrial Assessment Center Program. The program offers free assessments of energy use and water resources for manufacturing and wastewater treatment facilities. To be eligible you have to be a manufacturing facility or water/wastewater treatment facility. Energy costs have to be between \$100,000 and \$2.5 million per year. She gave examples of assessments done in the Montachusett Region.

Assistance is also being offered to Food and Beverage Businesses.

The Center also works with cities and towns on the Green Communities Program. Support offered includes identifying opportunities for energy efficiency or renewable energy. We provide support to communities by writing grant proposals and RFPs as well as reviewing vendor proposals. The Center also has an annual conference for municipalities to learn about energy technologies and network. The Center can also help in developing an energy reduction plan and compiling energy data. The Center has case studies available on its website -ceere.org regarding how communities have achieved a 20% energy reduction goal.

Feasibility studies, project supports and case studies are also available for The U.S. Department of Energy's Combined Heat and Power Technical Assistance Partnership.

Question and Answer session took place.

J. Telepciak thanked Lauren Mattison for her presentation.

## **5. ADMINISTRATIVE MATTERS**

### **5.1 Bylaw Amendment – Check Signing**

G. Eaton explained that at the meeting of the Commissioners held in October 2016 the he discussed the check signing process, as described in the MRPC Bylaws Article II. COMMISSION ORGANIZATION, subsection 3. The duties of the elected officers of the Commission are as follows, D. Treasurer, sub-paragraph c. where it states, as follows:

The Treasurer and the Assistant Treasurer (see titles and responsibilities below) will normally co-sign checks. In order to assure that there will be two signatures on each check, whenever it is particularly difficult or physically impossible for either the Treasurer or Assistant Treasurer to sign checks, the Chairman, Vice Chairman, and Secretary, in that order, are authorized to sign checks. The Commission may also authorize the Executive Director and other staff (at the discretion of and in absence of the Executive Director) be allowed to sign checks along with Commission officers.

The Commissioners and Executive Director conversed about the check signing provisions. From the minutes of the meeting the conversation noted that

“G. Eaton mentioned that the MRPC bylaws authorize the Assistant Treasurer and Treasurer to sign checks. When they are not available the other officers assume that responsibility. However, there is a provision that was adopted into the bylaws in 1995. The 2008 amended bylaws indicate that the Commission may also authorize the Executive Director and other staff (at the discretion of and in absence of the Executive Director) be allowed to sign checks along with Commission officers. The system we have in place is that the Executive Director and the

Transportation Director sign checks. However, he wanted to make sure that he mentioned this so people are aware.

M. Goldstein stated that the memo in 1995 indicates that the Executive Director can sign along with a Commission officer. He suggested putting the matter on the agenda for next month and clean up the language.

G. Eaton replied what we are doing today is allowed in the bylaw.

G. Eaton stated we may want to re-affirm and change the language to include the Transportation Director. Cleaning up the language in a bylaw is a bylaw amendment which is a two-step process. At the November meeting, we will reaffirm the procedures process and suggest a language change, changing the words from 'other staff' to 'Transportation Director'. At the December Meeting we will vote on the bylaw amendment.

M. Goldstein stated many agencies have one commissioner sign the check as a check and balance. It is totally up to the board on how you would like to deal with that."

Based upon the above the Executive Director crafted the following, proposed bylaw amendment.

The Treasurer and the Assistant Treasurer (see titles and responsibilities below) will normally co-sign checks. In the absence of the Treasurer and/or Assistant Treasurer the Commissioners authorize the Executive Director and Transportation Director to sign the agency's two-party checks. In the absence of either the Executive Director or Transportation Director then the remaining officers of the Commission are authorized to sign checks.

If the Commissioners decide to amend this section of the MRPC Bylaws, please be advised that the agency must follow the "Amendments to the Bylaws" procedures as detailed within Article VIII of the Bylaws. For the edification of the Commissioners and staff, the MRPC's Bylaws may be amended, as follows:

Article VIII. AMENDMENTS TO THE BYLAWS 1. These Bylaws may be amended at any meeting of the Commission by a two-thirds vote of those voting, a quorum being present, provided that a proposed amendment, and notice of its pendency, has been sent (mailed, emailed or faxed) to all delegates at least one (1) week prior to such meeting. If an amendment is proposed at a meeting, voting on such amendment may not take place until the next meeting.

Should the Commissioners wish to amend the Bylaws the staff recommends that the proposed bylaw amendment be emailed to all Commissioners no later than Tuesday, December 6, 2016, the proposed amendment be discussed at the meeting of the Commissioners to be held on Tuesday, December 13<sup>th</sup> and that a vote of the Commissioners be taken on this matter no earlier than Thursday, January 5, 2017.

M. Goldstein asked if checks were issued based on signing of the warrant.

G. Eaton replied no. He indicated some checks may have already been signed and issued by him, however, that information appears on the warrant.

P. Caron commented so basically the warrant isn't a list of all the checks being issued.

G. Eaton replied it is a summary.

M. Goldstein suggested that it is important that there be two signatures.

G. Eaton replied that system is in place.

M. Fortin commented the new language should be clearer about the requirement of two signatures.

M. Goldstein suggested possibly adding the language "co-sign".

G. Eaton suggested adding the sentence from the original bylaw "in order to assure that here will be two signatures...." to the proposed bylaw.

M. Pineo asked if it would be simpler to just authorize the Executive Director and Transportation Director to become signatories of checks.

G. Eaton replied the Commission could take a vote. That is basically what is being done.

M. Fortin asked if the change was being made because it was an issue getting officers to sign checks. Basically, the wording now suggests that the Executive Director and Transportation Director can sign checks without having an officer signature.

A. Pease also suggested taking a vote to authorize the Executive Director and Transportation Director to sign checks.

M. Goldstein commented that it should be part of the bylaw. If it is not part of the bylaw it becomes more complicated. Years from now no one may remember the vote.

It was decided that the Executive Director would clean up the language and send it to legal counsel for review. The new language would be brought for review by the Commission at its December meeting. Once agreed upon it would go through the bylaw amendment process in January.

## **5.2 Marijuana Retail Sales Establishments and Land Use in Massachusetts**

The Executive Director provided an overview of The Regulation and Taxation of Marijuana Act and informed the Commissioners how the MRPC will be able to assist its communities. A handout entitled Highlights of the Recreational Marijuana Act was distributed.

Discussion followed amongst members.

## **5.3 Conclusion of Regional All Hazards Mitigation Planning Project**

The Massachusetts Emergency Management Agency (MEMA) has requested MPC's Executive Director to sign the "close out" document mailed to the MRPC on November 10<sup>th</sup> (see separate handout). This is an administrative issue for the Executive Director and he is planning on signing the document at the meeting of the Commissioners held this evening. Tonight's execution of the "close out" document entitled "Certificate for mitigation Grant PDMC 11-03" should not be completed without providing the Commissioners with a final report on this project.

MRPC has completed two, regional plans; a Pre-Disaster Mitigation Plan was completed in 2010 and, its successor, the Montachusett Region Multi-Hazard Mitigation Plan Update was completed in 2016 for all 22 cities and towns in the Montachusett Region plus the Devens Planned Business Community. The funding provided to the MRPC from the Federal Emergency Management Agency (FEMA) through MEMA is insufficient to cover all costs for this four-year planning effort. The Executive Director recommends that, in the future, neither MRPC Commissioners or staff pursue the grant funds available to compensate this agency to complete these plans unless a significant amount of additional dollars are provided to this agency such as from the afore-named funding agencies and/or the communities that want their respective plans updated by 2021.

## 6. STATUS REPORTS

### 6.1 Geographic Information Systems (GIS)

#### **MRMAPPER & MOBILE APPS**

We are consistently adding data, applications and/or enhancing tools in *MRMapper* as the need arises so please check back frequently to see what's new. We have completed converting all Flex/Flash (Legacy) applications to JavaScript/HTML5 (WebApps). This is a core change that allows users to consume *MRMapper* content on most browsers and, most importantly, without plugins that currently restrict usage on mobile devices. Legacy applications will be available for a short time only and will not be updated.

In addition, Mobile Apps are becoming increasingly popular. They are designed for two main purposes- (1) informing the public and (2) improving efficiency in data collection and field work. Public apps are created to allow the public to view data online in any browser and on any device. Data collection apps are custom designed by the MRPC to the users' field of work or area of interest.

- Ayer – The internal MRMapper sites for the Town is currently in BETA. Once testing has been completed the internal site will be finalized and the public site will be released.
- Royalston – The internal MRMapper sites for the Town is currently in BETA. Once testing has been completed the internal site will be finalized and the public site will be released.

#### **COMPREHENSIVE PLANNING**

*Distressed Property Identification and Revitalization (DPIR)* - We are currently gearing up to create several mobile apps for use in the DPIR program.

*District Local Technical Assistance (DLTA)* – The GIS department is assisting the Comprehensive Planning department with a number of projects related to DLTA. These projects will be completed by December 31<sup>st</sup>.

- Ashby Land Use Analysis
- Templeton Land Use Analysis
- Templeton Residential Development Potential Analysis
- Westminster Senior Center Parcel Analysis
- Harvard OSC-PRD Bylaw
- Harvard Net Usable Land Area
- Shirley Zoning Update
- Westminster Zoning Update
- Winchendon Village District

#### **CENTRAL REGION HOMELAND SECURITY ADVISORY COUNCIL**

*Evacuation and Critical Infrastructure App Trainings* – Several trainings will be conducted in the Fall related to the Evacuation and Critical Infrastructure Apps that were developed for the council.

### **COMMUNITY-RELATED**

- *Fitchburg* – We are working with the City to update their parcels to Level 3 compliance, update additional DPW data sets, perform training and create an internal MRMapper site. This project is expected to be completed by the end of November.
- *Royalston* – The MRPC is working through MassGIS and with the Town of Royalston to update their parcels to Level 3 compliance and create a Data Drive Pages project that will facilitate the automated mapping of their Assessor maps. This project is expected to be completed by the end of November.
- *Westminster* – The MRPC is working through MassGIS and with the Town of Westminster to create a Data Drive Pages project that will facilitate the automated mapping of their Assessor maps. Additionally, we are working with the Town to update their parcels to Level 3 compliance. This project is expected to be completed by the end of November.

## **6.2 Planning and Development**

### **FEDERAL ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)**

There will be a meeting on Thursday, December 8<sup>th</sup> at 5:30 pm (MRPC Conference Room) to discuss a grant application to be submitted to the Federal EDA for an Industrial Lands Inventory and Analysis. MRPC is seeking input regarding opportunities and barriers of locations for economic development in your community; developing criteria for parcel screening to identify locations where businesses are likely to succeed with good access to transportation, infrastructure and utilities; and developing a work plan to include in the grant application.

### **FEDERAL ENVIRONMENTAL PROTECTION AGENCY (EPA), MONTACHUSETT REGION BROWNFIELDS ASSESSMENT PROGRAM**

A Montachusett Brownfields Group meeting was held at Fitchburg State University, 160 Pearl Street, Hammond Hall 314 on Thursday, October 20<sup>th</sup>. Environmental Site Assessment Request (Site Nomination Form) from Harvard, Winchendon, and the City of Fitchburg were reviewed and voted on to proceed. Funds for additional ESA's for Montachusett communities remain available.

### **DISTRICT LOCAL TECHNICAL ASSISTANCE (DLTA)**

MRPC staff is working on the following DLTA projects:

1. **Templeton:** Master Plan Land Use Element – This project has been completed.
2. **Shirley:** Feasibility Study comprised of recommendations to potentially join or not join a regional dispatch center. There are two regional dispatch centers in the neighboring communities of Groton and Devens. The study will evaluate each one and recommend the best option for Shirley.
3. **Sterling:** A DLTA report near completion for Sterling consists of recommendations to update zoning bylaws to encourage the development and

redevelopment of commercial property in a manner that reflects the interests and needs of the community. This proposed project would implement recommendations.

4. **Townsend:** A DLTA report near completion for Townsend consists of recommendations to update bylaws to increase opportunities in Townsend. This proposed project would implement recommendations.

5. **Central Mass Grown:** Work with the Central Massachusetts Regional Planning Commission on Central Mass Grown by utilizing \$7,500 in DLTA funds. The mission of Central Mass Grown is to strengthen the purchases and awareness of local goods in Worcester County.

6. **Winchendon:** Master Plan Land Use Element

7. **Westminster:** Planning assistance to prepare a senior housing feasibility study for land behind the new senior center at 69 West Main Street.

8. **Winchendon:** Potential conversion of the Central Street commercial area into its own zoning district to be known as "The Winchendon Village District".

9. **Ashby:** Identify how Ashby can accommodate Compact Development/ Investigate how Ashby can promote Open Space Residential Development (OSRD) through ANR development.

10. **Fitchburg:** Assist Fitchburg to meet requirements for becoming designated as a "Green Community".

11. **Lancaster:** Economic Development Self-Assessment Tool (EDSAT).

12. **Harvard:** Cluster Bylaw Revisions.

13. **Shirley:** Business Summit

#### **SHIRLEY MASTER PLAN UPDATE**

MRPC staff has completed all elements under contract with the exception of the Open Space and Recreation Element – to complete this element, the Town must first complete its Open Space and Recreation Plan (scheduled for completion this fall). The town will vote at Fall Town Meeting to appropriate additional funds to contract with MRPC to complete an Implementation Element.

#### **SHIRLEY LANCASTER FY2015 CDBG**

##### **Housing Rehab Program**

Seventy-five (75)% of approved housing rehabilitation projects have been completed. There are now five ongoing projects. There are 19 housing units to which program funds are committed, one short of the program goal of 20. The program manager attended the Board of Selectmen meeting on 11/14 to request an extension the time of completion for the grant. The grant



termination date is 12/31/2016, however, in order to complete the projects and expend all allocated program dollars the program will need time after the start of the year. All contractors are reporting that they are very busy and completion before the end of the year is not possible. CDBG grant extensions are very common within DHCD and we do not expect any resistance to this request

Twenty-seven (27)% of fuel assistance funds has been expended. It has been decided to suspend the balance of the program funds for the fuel assistance program and transfer these funds (\$21,772) to the housing rehab program. This will leave a balance of uncommitted project funds of \$116,160. This is enough for over three units of housing rehab. The program has received an application from a Shirley homeowner for a project consisting of two units. This will leave funding for just one unit.

## **MEC**

### **AG Receiverships Program**

Of the seven active receiverships over the past year four have been terminated. MEC retains control over three. 112 Harvard Ave is being rented to a single parent household until a title issue can be cured and can be placed on the market. Our Attorney, John Barrett is making progress on this front. This rental is generating \$800/month in revenue. MEC purchased 207 Adams Street at the auction on 9/29/16 when the minimum required bid was not met. MEC is now negotiating a mortgage with Enterprise Bank and will complete repairs (install a kitchen and new carpet in a portion of the house). The plan is to sell this property as soon as the repairs are made. Title issues are continuing to delay going to auction on 119 Everett St. To date, we are still working on this issue.

### **40B Projects**

Both of these homes are now completed and are occupied by renters. Tenants took occupancy at 32 Whitney Dr. on 10/15 and 10 Monroe Dr. was occupied on 11/1. MEC will receive \$1,650/month for each of these properties. The 40B marketing process is ongoing and it is estimated that the se sales will take place in approximately 1 year.

### **30 Powers Mill Rd. Phillipston**

MEC is securing a construction loan to complete the required repairs and lease this property. MEC will also put this property on the market for sale as soon as the loan is approved with the intention of closing just as soon as repairs are completed.

## **6.3 Transit**

### **WACHUSETT COMMUTER RAIL STATION AND LAYOVER FACILITY**

The construction work on the Wachusett Commuter Rail Station in Fitchburg and on the MBTA's Commuter Rail Layover Facility at the Westminster Business Park was expedited and substantially completed on September 30, 2016; MBTA anticipates full completion by Mid-2017. Limited MBTA Commuter Rail Service from Wachusett Station started on September 30, 2016 with two inbound and two outbound trains. The inbound trains to Boston depart from the Wachusett station at 8:00 AM and 5:22 PM, while the outbound trains departing Boston arrive at Wachusett at 7:48 AM and

5:08 PM weekdays only with no weekend service. MBTA anticipates full service by November 21, 2016. The new station is fully accessible and includes 360 parking spaces. The project also includes the rehabilitation of the track, signals and bridges on the existing Pan Am Southern rail line. The Development Road Extension is approximately 99% complete. Staff is working with the City of Fitchburg and Westminster to transfer the ownership of the Development Road property to Westminster. Staff continues to work with Pan Am Southern Railways and the City of Fitchburg to transfer 5<sup>th</sup> Mass Turnpike property to MART; Staff attends and assist at the monthly project coordination meeting with FTA, MBTA and the Engineers. Also, working with the City of Fitchburg to construct a pedestrian sidewalk on Authority Drive and a pedestrian crossing on Princeton Road.

**AYER PARKING FACILITY**

MART hired Weston & Sampson of Foxboro for Architectural and Engineering services to construct the proposed Ayer commuter rail surface parking lot for 200 parking spaces at the Ayer Rail Trail parking lot location at Park Street. Staff continues to assist MART in working with FTA, MBTA, EOEEA, DCR, Town of Ayer and the Engineer to move forward with the construction of the proposed project.

**AYER/SHIRLEY/DEVENS/ FIXED BUS ROUTE**

Staff continues work on development of a bus route to connect Devens industries with the MBTA commuter rail station for the reverse commute (Last Mile) and with the Fitchburg/Leominster labor force; and also, to connect the residents of Ayer, Shirley and Devens with the Shopping Centers in Leominster.

**6.4 Transportation**

**MONTACHUSETT TIP AMENDMENT #2**

The Montachusett Metropolitan Planning Organization (MMPO) met on November 9<sup>th</sup> to review changes to the TIP on both the Highway and Transit Elements and the need to release an amendment to the FFY 2017-2021 Transportation Improvement Program (TIP). The MRPC was notified by MassDOT that the following projects have been approved by the Federal Highway Administration (FHWA) for utilizing Redistribution funds in Federal Fiscal Year (FFY) 2016. These two projects were programmed in FFY 2017 with federal target funds.

<b>Project ID</b>	<b>MPO</b>	<b>Municipality</b>	<b>Project Description</b>	<b>Funding Source</b>	<b>Total Project Cost</b>
<b>607321</b>	Montachusett	Templeton	Templeton- Resurfacing & Related Work on a Section of Route 68, From the Gardner C.L. to the End of State Highway	STP	\$1,828,965
<b>608542</b>	Montachusett	Winchendon	Winchendon- Resurfacing & Related Work on Route 140, From Teel Road to 430 Ft. South of Route 12 (1.1 Miles)	STP	\$ 850,000

As a result, other projects have been moved into FFY 2017 to utilize all of our target funds for the year. The MPO reviewed various options and recommended the release of a Draft Amendment #2 for a 30-day public review and comment period. The comment period will likely begin on November 14<sup>th</sup> and end on December 13<sup>th</sup>, one day before the next MPO meeting on December 14<sup>th</sup>. In addition, MART proposed several changes to the Transit Element. These have been incorporated into the Draft Amendment #2 for public review.

**MONTACHUSETT TIP AMENDMENT #1**

The MPO formally approved and endorsed the FFY 2017-2021 TIP Amendment #1 that added to FFY 2017 a project for the Twin Cities Rail Trail. Amendment #1 incorporates the following project as a non-target funded High Priority Program (HPP) Earmark project.

Add to FFY 2017:

Project #	Community	Description	Fund. Category	Total Est Cost	Federal Cost	State/Local Cost
608193	Fitchburg-Leominster	Rail Trail Construction (Twin Cities Rail Trail) - Funding to acquire 3.8 miles of CSX inactive rail line in Fitchburg and Leominster for the Twin Cities Rail Trail	HPP No. 1789	\$2,846,000	\$2,276,800	\$569,200

Leominster share @72.4% = \$412,100.80  
 Fitchburg share @27.6% = \$157,099.20  
 Total State/Local Cost \$569,200.00

**MONTACHUSETT JOINT TRANSPORTATION COMMITTEE (MJTC) MEETING – NOVEMBER 16, 2016**

Staff presented the results of a population projection analysis for the Region that included a comparison to other state projections. The intent is to devise a methodology to allow the MRPC to derive population projections for our communities in order to better discuss issues and/or concerns with other state figures and projections.

**COMPLETE STREETS 201 WORKSHOP**

Staff has attended recent Baystate Roads Workshops related to Complete Streets. The 201 workshop is the second program that builds upon the introduction workshop by adding an emphasis to concepts and case studies. This also helps the MRPC by providing us with the background necessary to assist communities with the development of a Complete Streets Prioritization Plan. Municipalities that wish to receive funding under this program need to have a Prioritization Plan in place before applying for any construction money (up to \$400,000). Each community can receive up to \$50,000 (possibly being reduced to \$35,000 in the near future) to develop the Prioritization Plan. The MRPC is actively reaching out to communities to offer our services in preparing these plans. This is a reimbursement program so communities will need to

invoice MassDOT to recover their funds. Any community interested should contact the MRPC to discuss your status in the Complete Streets program and how the MRPC will be able to help.

**Next MPO Meeting – December 14, 2016 at 1:00 PM** *(subject to change)*

**Next MJTC Meeting – January 18, 2017 at 7:00 PM** *(subject to change)*

## 7. ADJOURNMENT

There being no further business the meeting adjourned at 8:40 p.m.

### DOCUMENTS DISTRIBUTED AT MEETING

MRPC Handout November 22, 2016

Meeting Minutes October 25, 2016

2017 MRPC Calendar of Meetings

PowerPoint Presentation – CEERE

Fitchburg Line Train Schedule

An Initiative Petition for a Law Relative to the Regulation and Taxation of Marijuana

Interested Parties Memo – Regional Bike Rack Program

Highlights of the Recreational Marijuana Act

FY2017 Budget vs Actual Indirect Expenses

October 25, 2016 – November 30, 2016 cash schedule

<b>Meeting Attendance</b>					
<b>Name</b>	<b>M/A</b>	<b>Representing</b>	<b>Appointment Date</b>	<b>PRESENT</b>	<b>ABSENT</b>
Johnson, Kyle	A	Ashburnham	7.2015		X
Hoyt, Roger	M	Ashburnham	7.2011	X	
Pease, Alan	M	Ashby	7.2001	X	
Stacy, Wayne	A	Ashby	7.2005		X
Willis, Stephen	M	Athol	7.2016		X
Dodge, Alan	A	Athol	7.2016		X
Duffy, Phil	M	Clinton	12.2011		X
Lowitt, Peter	N/V	DREZ	7.2001		X
Caron, Paula	M	Fitchburg	7.2002	X	
Gross, Allen	M	Gardner	2.2005		X
Cormier, Joshua	A	Gardner	7.2015		X
Burke, Russ	M	Groton	7.2016		X
Graham, Don	M	Harvard	7.2015		X
Bratko, Thomas	M	Hubbardston	7.2016		X
Stauder, Michael	A	Hubbardston	7.2016		X
Christopher, Thomas	M	Lancaster	7.2016		X
Piazza, Noreen	A	Lancaster	7.2016	X	
Prokowieiw, David	M	Lunenburg	7.2015		X
Allen, Nancy	A	Petersham	7.2015		X
Telepciak, John	A	Phillipston	10.201	X	
Natrowicz, Kyle	M	Royalston	7.2015	X	

Hardie, John	A	Royalston	7.2007		X
Widing, Sarah	M	Shirley	7.2015		X
Pineo, Michael	M	Sterling	7.2014	X	
Kilcoyne, John	A	Sterling	7.2014		X
Terenzini, Carter	A	Templeton	9.2016		X
King, Cindy	A	Townsend	7.2016	X	
Fortin, Mike	M	Westminster	7.2015		X
Corbosiero, Guy	M	Winchendon	7.2011		X
Cyganiewicz, Austin	A	Winchendon	7.2015		X

**STAFF PRESENT:** Glenn Eaton, George Kahale, John Hume

**GUESTS PRESENT:** Mark Goldstein, MRPC Legal Counsel; Lauren Mattison, UMASS Amherst Center for Energy Efficiency And Energy Renewables