



Committee on City Services and the Northampton City Council

Committee Members:

Chair: Councilor Marianne L. LaBarge

Vice-Chair: Councilor Karen Foster

Councilor Rachel Maiore

Councilor Michael J. Quinlan, Jr.

MEETING AGENDA

Date: October 15, 2020

Virtual Meeting:

Note: The Committee on City Services meeting will take place during the regular City Council meeting as announced. The City Council meeting is scheduled to begin at 7:05 p.m.

1. Meeting Called to Order and Roll Call

2. Minutes of Previous Meetings

A. Minutes of July 20, 2020 and September 9, 2020

Documents:

[09-09-2020_City Services Committee.pdf](#)

[07-20-2020_City Services Committee.pdf](#)

3. Items Referred to Committee

A. 20.129 Appointment of Marc Dautreuil as Principal Assessor, referred to City Services Committee - 10/01/2020

Documents:

[20.129 Appointment of Marc Dautreuil as Principal Assessor.pdf](#)

4. New Business

5. Adjourn

Contact: Marianne L. LaBarge
mlabargeward6@aol.com

413.584.8937



Committee on City Services Organizational Meeting and the Northampton City Council

Committee Members:

Chair: Councilor Marianne L. LaBarge

Vice-Chair: Councilor Karen Foster

Councilor Rachel Maiore

Councilor Michael J. Quinlan, Jr.

Meeting Minutes

Date: September 9, 2020

Virtual Meeting

1. MEETING CALLED TO ORDER AND ROLL CALL

At 4:06 p.m., Councilor Marianne LaBarge (Chair) called the meeting to order. On a roll call, Councilors LaBarge, Foster, Maiore and Quinlan (joined at 4:08 p.m.) were present.

2. ANNOUNCEMENT OF AUDIO/VIDEO RECORDING

Councilor LaBarge announced that the meeting was being audio/video recorded.

3. PUBLIC COMMENT

None.

4. MINUTES OF JULY 20, 2020

The minutes were tabled because they had not been uploaded yet. [Note: The agenda mistakenly listed 'Minutes of Previous Meeting' as being August 20, 2020 but the meeting was actually held July 20, 2020.]

5. DEPARTMENTAL UPDATE - CENTRAL SERVICES DEPARTMENT

Presentation by Central Services Director David Pomerantz

Councilor LaBarge introduced Central Services Director David Pomerantz, who was accompanied by School Maintenance Supervisor Tony Kusnierz.

Director Pomerantz described in detail the changes in departmental operations since the closure of municipal buildings in mid-March while Mr. Kusnierz reported on the activities of the school maintenance staff and grounds crew since the closure of school buildings.

Mr. Kusnierz described some of the additional programs the school department as a whole, and the maintenance department in particular, has supported as a result of the COVID pandemic:

- ❖ Beginning in March, the city ran a shelter out of the high school using school custodians as the cleaning crew. Custodians worked seven days a week cleaning the showers and

gym, which was a pretty daunting task. They didn't have one positive case the whole time the shelter operated, he reported proudly.

- ❖ The Northampton Survival Center and Grow Food Northampton ran a community food distribution program out of the Jackson Street School. School custodians supported this program with maintenance and cleaning services.
- ❖ Cafeteria workers supported a city-wide meal program, working mostly out of JFK Middle School.

The school department also had summer school at the middle school, for which the maintenance staff was tasked with figuring out how it was going to work and what it was going to look like, Mr. Kusnierz related. More recently, the maintenance staff has been working every day getting schools ready for the fall. Custodians have foregone some of the work on floor care and focused more on cleaning. Preparations have included rearranging all of the furniture to accommodate the six-foot social-distancing requirement. This has called for reorganizing every single building, classroom and space that could be used and finding a place to put all the furniture. It has been a daunting task.

Like Central Services, the school maintenance department is still trying to secure supplies and make sure they have enough hand sanitizer, masks, gowns, etc. Since they didn't have a full load of summer activities, workers did a lot of interior painting and other maintenance. Now they are making sure to follow all of the guidelines they're being given from the CDC, etc. Although the schools are operating remotely, there are still up to 200 students spread out throughout the district since high-risk kids such as special education students and English language learners are attending in person.

"It's been a whirlwind," he admitted.

Members asked questions and offered comments.

Councilor Foster asked what enough supplies is.

In the beginning, they were given a formula from the state to use based on student population and faculty population and were advised to have a three-month supply of high-demand items such as hand sanitizer, face masks, etc., Director Pomerantz explained.

At Councilor LaBarge's request, Mr. Kusnierz talked in detail about ventilation in the schools.

The schools hired a consultant to measure air exchange rates in every class space and every other space to be used, Mr. Kusnierz said. They measured the cubic feet per minute (cfm) of the equipment. They use a formula to get a number called air exchanges per hour, which they were finalizing today. Consultants have been back to the district five or six times. They spent a lot of money over the last five years on HVAC equipment and have fairly significant energy management systems but they have spent a lot of capital money on upgrading these systems over the last several days. "We have 1950's era buildings. Some of our equipment perfectly functions, but it functions on 1950's standards," he acknowledged.

He can say that all of their equipment works and they have kept up preventative maintenance over the last five years. There's a focus on the air exchange per hour numbers.

She is hearing concerns from many parents of the measurements being done, Councilor LaBarge said. Is there a record of the air quality measurement and what is that measurement? She asked.

Mr. Kusnierz said he doesn't have that now but he has provided that to everybody. He said he could provide it to her as well.

Councilor LaBarge expressed her opinion that air circulation is really, really critical here.

Mr. Kusnierz added that they purchased a number of CO2 portable monitors which they are going to put into classroom spaces. Also, they spent close to \$60,000 on HEPA air filters.

She heard from the mayor in Easthampton that they are not opening any public buildings until 2021, Councilor LaBarge shared.

Councilor Maiore thanked and commended Director Pomerantz and Mr. Kusnierz and said she thinks Northampton should be really proud.

She asked whether school officials have a Plan A and Plan B in case they are back to school.

In the city's emergency management plan, the high school was always looked at as a potential shelter if needed and Smith Vocational and Agricultural High School was designated as the principal shelter, Director Pomerantz advised. Once COVID ramped up, Smith Vocational and the Cooley Dickinson Hospital agreed Smith Voke would become the back-up facility for the hospital. So, in a matter of a week and a half, plans were shifted to using the high school. They were able to shift plans very rapidly. Working closely with Finance Director Susan Wright, they have used CARES money which the city was awarded for COVID-related expenses. Invoices have to go to the federal government for reimbursement. It is a petty streamlined but in-depth process departments have implemented to address long-term and short-term purchases.

Councilor Quinlan thanked Mr. Kusnierz and Director Pomerantz for their presentations and their teams' hard work.

Councilor Foster said she recognizes the need for restroom access with public buildings closed downtown. She asked how the pandemic has impacted park cleanup, trash pick-up, etc.

For some time the city had two porta potties down by the roundhouse lot but eventually went down to one unit, Director Pomerantz confirmed. They also have one porta-potty next to city hall and one in the Armory Street and Masonic Street lot, in addition to handwashing stations. They have those two because no other toilets were available. They have two different vendors for the units and handwashing stations, and both service the units three days a week. The city has also put up sharps containers. They recently put up a sharps container near the handwashing station by the west side of city hall. The health department is emptying them. With regard to parks, the DPW historically takes care of park maintenance and cleaning. The health department is coordin-

ating with DPW Director Donna LaScaleia as far as mask allocation and dealing with sharps pick-up in the park. There are a lot of sharps being disposed in the park, he noted.

Re: trash pick-up, the pedal people have been working throughout. The city has an ongoing contract with them. They do trash pickup and recycling throughout the downtown, hauling everything up to the DPW transfer station. They also go to the recycling center off South Street.

Councilor LaBarge thanked Director Pomerantz and Mr. Kusnierz.

6. Departmental Update - IT Services Department

Presentation by IT Services Director Antonio Pagan

Mr. Pagan gave a Powerpoint presentation.

One of the challenges of operating remotely is the fact that opening the city's network to other networks brings up security issues, Director Pagan presented. Northampton has actually been working on remote learning for three years, he related. The city started a pilot program for remote learning at the middle school but it was not successful so they stopped development of it at the beginning of last year. This caused difficulty in starting remote learning in the springtime because they did not have a platform to work from. He mentioned that, even though he is in charge of remote learning, another employee is the coordinator of remote learning.

The most critical issue is how to maintain network security while having some 300 entities coming into the office. Increasingly, they have more people coming to the buildings. His staff in June started to come back to the office on a daily basis. Initially, just two or three people a day worked on-site, now six people a day are working in the building. The IT Department is now maintaining all the equipment within the buildings and also maintaining the same number of devices at home. It is definitely a lot of work for his staff.

One thing that has helped in that process has been the BeyondTrust Bomgar Security Appliance. They also installed some new capacity on the phone system to allow some people to answer office phones from home.

At the beginning there was some confusion with the staff; they had one employee who actually took his desktop and brought it home. When he heard about it, he got the computer quarantined.

In terms of new processes, city officials have been talking about e signatures for at least three years, he advised. He evaluated both Adobe Pro and DocuSign as options. The advantage of DocuSign is that it can be linked with the city's archiving software, Laserfiche. After the closure, in a matter of weeks IT staff had to develop templates and processes to make it possible to obtain e signatures for contracts since doing it by paper was impossible. They are still working on digitizing all of the forms.

For the remote learning piece – in the spring and summer, the Department of Elementary and Secondary Education (DESE) was not completely up to date and they were trying to get students to finish the year. IT staff were trying to get equipment and connectivity to all of the students' homes. They also worked on repurposing a platform which they already had but which was not in use by many teachers - Google Classroom. They were able to finish that within the spring time.

Since summer, they have been working mostly on doing more effective ways of remote learning for both 100% remote and hybrid learners.

Councilor LaBarge said she had heard about some kind of fundraiser going on for Chromebooks. She asked how big a shortage there is.

The schools planned for every student to have a Chromebook, and that is the case. However, two shipments of computers have been delayed with a total of 500 devices. The next one comes in October. Considering that some equipment is due to be replaced, in reality, there are about 48 mostly staff that might need a device and not have one available next week. Under the donation arrangement, they are basically asking anyone who has a functioning mobile device to bring it to the IT office, where they will prepare it for use by staff. They have had a good response. Over 40 units have been either donated or lent. (They offered the option of either donating or lending.) They had a response that was not expected. A lot of families said they had other computers in the house that could be used for remote learning, so they could return the device provided by the district for the time being.

They are focusing on students in pre-K to grade 12 to have devices, then teachers. With plans today, they have enough for all the students and staff who have requested them. They know some will come to request at the last minute, so they are planning for that.

Councilor Quinlan asked about the number of Chromebooks in the two delayed orders.

One order is through the state with about 350 units, Mr. Pagan said. The last time he saw a note it was coming the first week in October. It was supposed to come in August. Another shipment of 200 is coming December 15th.

Councilor Foster commended Director Pagan. It's been pretty impressive to see how city services have been able to convert to remote operation and how the public is able to access permits, etc. Throughout this pandemic, she has seen people throughout the community come to support each other in various ways. She is glad the community was asked to help. There are people with the capacity to help and she is glad they were asked.

Mr. Pagan shared an anecdotal account of a man who donated five computers he fixed himself.

Councilor Maiore referred to the incredible complexity of what he's trying to do. She lives in the Leeds section of Northampton, and there seem to be limitations as to what they can do. She asked if they have found most of the area to be covered has pretty good connectivity.

There are some specific areas with problems, Mr. Pagan said. They are trying to identify issues and see if there is any provider who can provide coverage. There are a few areas where Comcast is not available and the only option is wireless and wireless does not provide good connection. There are certain areas where the wireless signal is not good enough.

Even with Comcast, since broadband is shared, with so many people working remotely from home, there is a limit to how many people can use the internet simultaneously at good speed. That's why even the City Council chair has had problems with connectivity during City Council

meetings. He thinks it depends on where you're located and how many users there are in that area. They are working hard on trying to move forward with the study of the feasibility of municipal broadband for this reason.

For every gig of bandwidth sold by commercial utilities, they sell it to about 50 people, he explained. The convention is that usually people don't all use it at one time but during times like these they do.

Councilor LaBarge asked how they can help accommodate a deaf student with remote learning.

At this point, they are not approaching that, Mr. Pagan acknowledged. In the schools, one of the jobs of social workers is to go family by family trying to identify those limitations. Within the school, they have vendors that can provide equipment for visually- or hearing-impaired students but, when it's in the home, it's new territory. He is having a meeting this week with social workers to talk about what limitations they are seeing and whether it is something IT can help with. They have never been in a position before of providing solutions like that outside of the network. It's a good question, he agreed.

That's been a concern she's brought up with the Council President, Councilor Foster confirmed. They've received feedback as a council even before the switch to all-remote about providing access to the hearing-impaired community. Now that all city business is happening remotely, there is a huge gulf in access to the deaf community. She put in a word for the importance of continuing to work on it.

Director Pagan expressed gratitude for the support of the council.

7. ITEMS REFERRED TO COMMITTEE

A. 20.106 Appointments to Various Committees, referred to City Services Committee 8/20/2020

Arts Council

Matthew Vanderslice, 231 Elm St. Rear, Northampton, MA - **Councilor Foster**

Term: July 2020-June 2023

To fill a vacancy

She was informed that there have been changes to two of the appointments, Councilor LaBarge announced. Matthew Vanderslice is moving to Washington, D.C. and needs to withdraw his application. And, Nural Mohammed is leaving the area and is only able to continue serving on the Human Rights Commission through September. So they will change the term of her appointment from July 2020 to June 2023 to July 2020 to September 2020.

Since they have been asked not to take action on Matthew Vanderslice's appointment, she proceeded to the next appointment.

Human Rights Commission

Nural Mohammed, 34 Michelman Ave., Apt. 2, Northampton, MA - **Councilor Quinlan**

Term: July 2020-June 2023

Reappointment

Councilor Quinlan said he exchanged emails with Nural Mohammed this weekend and had a lovely conversation with her today. She is moving to Philadelphia the second week of October but is planning to attend the meeting in September. Her pride in being part of the Human Rights Commission really shown through the conversation. He asked her what her favorite things were, and she commented that she felt that over the last two years they've really brought in the audience of people they're connected with; the HRC has really done great outreach work in connecting with the community. She said one of the things she would change is that sometimes it's a little disappointing to only be meeting once a month. Something may come up in the meantime that she would like to address and she is not able to.

Councilor Quinlan moved to forward the appointment of Nural Mohammed with a positive recommendation. Councilor Maiore seconded. The motion passed unanimously 4:0 by roll call vote.

Lori Steiner, 18 Ridgewood Terrace, Northampton, MA - **Councilor Quinlan**

Term: July 2020-June 2023

Reappointment

He and Lori Steiner have a history together, Councilor Quinlan volunteered. Her grandson and his son Tucker are the same age. She is the guardian for her grandson so she was always volunteering in the school. They talked about her experience on the Arts Council for the past two years, and she's been thrilled with her time there. She really enjoys Executive Director Brian Foote. She has really enjoyed when they've had events being the one selling tickets because she just loves connecting with people. Both of her parents came from Austria where they had an arts background. He asked what her suggestions would be for improving the experience. She thought a tutorial or maybe even assigning a mentor within the arts council would be a good idea.

Councilor Quinlan moved to forward the appointment of Lori Steiner with a positive recommendation. Councilor Foster seconded. The motion passed unanimously 4:0 by roll call vote.

Board of Health

Dr. Suzanne Smith, 134 State St., Northampton, MA - **Councilor Maiore**

Term: July 2020-June 2023

Reappointment

This is something she's really enjoying about City Services because she's learning so much, Councilor Maiore shared. She and Dr. Smith talked for an hour. Northampton has such an incredibly experienced and skilled Board of Health and health department. Dr. Smith spoke very highly of director Merridith O'Leary. It made her kind of appreciate the level of resident expert they're dealing with. They talked about how the Board of Health in some ways is the most powerful body in the city; it has some powers the city council doesn't even have. They talked about COVID. She highly recommends Dr. Smith and is very excited she'll be continued.

Councilor Maiore moved to forward the appointment of Suzanne Smith to the Board of Health with a positive recommendation. Councilor Quinlan seconded. The motion passed unanimously 4:0 by roll call vote.

Conservation Commission

Kevin Lake, 35 Washington Ave., Northampton, MA - **Councilor Foster**

Term: July 2020-June 2023
Reappointment

Councilor Foster echoed what Councilor Maiore said. It is such a pleasure to speak with Northampton residents who are able to give their time and expertise to the city. One of the things discussed was how serving on a board or committee can really help people to realize their municipal government isn't 'them and us,' it's 'us.'

Kevin Lake has served on the Conservation Commission for 10 years and has been the chair for eight or nine. He felt like the real strength of the commission has been the people who are serving on it. Over the years there have been wildlife biologists, environmental consultants, attorneys, etc. He wanted to name that the relationship of the committee to Conservation and Preservation Planner Sarah LaValley and Planning and Sustainability Director Wayne Feiden really strengthens the commission. He noted how much Sarah LaValley is able to accomplish with somewhat limited staff time. He was very positive. He feels the commission is able to reach decisions through solid information and a good group process, and he's really appreciated that over the years. She recommends that he continue to serve.

Councilor Foster moved to forward the appointment of Kevin Lake to the Conservation Commission with a positive recommendation. Councilor Quinlan seconded. The motion passed unanimously 4:0 by roll call vote.

Downtown Business Architecture Committee

Emily Wright, 244 South St., Northampton, MA - **Councilor LaBarge**

Term: July 2020-June 2023

To fill a vacancy

Councilor LaBarge said she had a very lengthy talk with Emily Wright. She was unbelievable. She is very happy to be considered for the Central Business Architecture Committee (CBAC). She hopes her fondness for downtown Northampton and experience as a landscape architect can bring a useful perspective to the CBAC. Downtown is an integral part of her family's life. They're fortunate to live within walking distance of downtown and frequently walk to shops, restaurants and Pulaski Park. Her kids meet their friends downtown for ice cream. Her husband is an avid bicyclist and she appreciates the bike-friendly streets and clear connections to bike paths. As a landscape architect, she brings to the table experience with historic landscape, pedestrian- and bike-friendly streetscapes and an understanding of sustainable design and construction. The historic architecture of downtown is exceptional. As part of the CBA, she would like to make sure that the streetscape fabric that weaves together the historical structures of downtown evolves in a way that respects historical structures, promotes economic development and provides safe and fun places for pedestrians and cyclists.

Councilor LaBarge moved to forward the appointment of Emily Wright to the Downtown Business Architecture Committee with a positive recommendation. Councilor Quinlan seconded. The motion passed unanimously 4:0 by roll call vote.

Human Rights Commission (continued)

Deidre Cuffee-Gray, 2 Burts Pit Rd., Northampton, MA - **Councilor LaBarge**

Term: August 2020-June 2023

To fill a vacancy

Councilor LaBarge said she had a lengthy talk with Deidre Cuffee-Gray. She has been a Northampton resident for over 12 years and is very interested in being more of an active citizen. Her hope is to learn more about how the town works politically, gain a solid understanding of how human rights operates amongst their citizenry and to contribute actively to insuring that her town continually engages to be the humane community that it already works hard to be. She wants to be part of the solution vs. complaining about whatever problem arises.

Councilor LaBarge moved to forward the appointment of Deidre Cuffee-Gray to the Human Rights Commission with a positive recommendation. Councilor Quinlan seconded. The motion passed unanimously 4:0 by roll call vote.

Chelsea Villareal, 23A Lyman Rd. Northampton, MA - **Councilor Maiore**

Term: August 2020-June 2023

To fill a vacancy

She had a great talk with Chelsea Villareal, Councilor Maiore confirmed. She is actually from Northampton but had moved to Cambridge for several years. She is very excited to see younger people applying for appointment. She was also impressed that she has municipal experience from serving on an immigrant advocacy committee in Cambridge. She really understands municipal working and seems very thoughtful. What Councilor Maiore noticed personally when she was on the Human Rights Commission (she greatly enjoyed serving with Nural, she added) is that, when the city can fill these seats, everybody there can add something and really change the trajectory of these committees and boards. She is really excited that HRC is getting all these new people. It is an exciting time for human rights and she thinks they're off to a great start with these candidates.

Councilor Maiore moved to forward the appointment of Chelsea Villareal to the Human Rights Commission with a positive recommendation. Councilor Quinlan seconded. The motion passed unanimously 4:0 by roll call vote.

8. New Business

A. Upcoming Departmental Presentations

Councilor LaBarge asked councilors to think about who they would like to come for the month of October.

Councilor Quinlan reminded her that they talked about Recreation Director Ann-Marie Moggio. Councilor Foster said she would be interested in hearing from Superintendent Provost but would defer to the mayor and superintendent as to whether this was appropriate.

Councilor Maiore mentioned that the Collaborative for Educational Services (CES) received a grant for equity in board appointments. They are going to be looking at how to get people from historically under-represented communities interested in municipal service. It would be great to bring them in to make a presentation, she suggested.

Councilor LaBarge asked Councilor Maiore if she would interview Michael Abbateillo for the next meeting, and Councilor Maiore agreed.

Councilor Foster said she wanted to revisit the information request originally made back in February. In speaking to Kevin Lake, she asked about approaching chairs to get demographic information and he was receptive to the idea.

9. **Adjourn**

There being no further business, Councilor Foster moved to adjourn. Councilor Quinlan seconded. The motion carried 4:0 by roll call vote. The meeting was adjourned at 5:43 p.m.

Prepared By:

L. Krutzler, Administrative Assistant to the City Council
413.587.1210; lkutzler@northamptonma.gov



Committee on City Services Organizational Meeting and the Northampton City Council

Committee Members:

Chair: Councilor Marianne L. LaBarge

Vice-Chair: Councilor Karen Foster

Councilor Rachel Maiore

Councilor Michael J. Quinlan, Jr.

Meeting Minutes

Date: July 20, 2020

Virtual Meeting

1. MEETING CALLED TO ORDER AND ROLL CALL

At 4:07 p.m., Councilor Marianne LaBarge (Chair) called the meeting to order. On a roll call, Councilors LaBarge, Foster, Maiore and Quinlan were present.

2. MINUTES OF JUNE 4, 2020

Councilor Quinlan moved to approve the minutes of June 4, 2020. Councilor Foster seconded. The motion passed unanimously 4:0 by roll call vote.

3. ITEMS REFERRED TO COMMITTEE

A. 20.097 Appointments to Various Committees - referred by City Council 7/9/2020

Board of Registrars

Daniel Polachek, 335 South St., Northampton, MA

Term: April 2020-March 2023

Reappointment

Councilor Maiore said she had a nice talk today with Dan Polachek, and he does in fact want to continue serving on the Board of Registrars. They had a dynamic conversation about what the mail-in ballot process is going to look like and how to verify mail-in ballots. **She moved to positively recommend Dan Polachek for reappointment to the Board of Registrars. Councilor Foster seconded.**

Councilor Quinlan commented that Mr. Polachek lives around the corner from him. He thinks his heart is in a great place to serve the city. **The motion passed unanimously 4:0 by roll call vote.**

Downtown Business Architecture Committee

Aelan Tierney, 30 Francis St., Northampton, MA

Term: July 2020-June 2023

Reappointment

Councilor Quinlan said he had a brief but informative phone call with Ms. Tierney. She has been working in architecture since 1992 and has been a certified architect since 2007. As an architect herself, she feels really strongly about the look of Northampton and the city's commitment to that look. She feels it is important for her to be part of this group because of her professional expertise. She mentioned specifically that she is invested in this city and invested in upholding the standards of the Downtown Business Architecture Committee, particularly in the central business district.

He asked about the work of the committee and how members work together. She is thrilled with the partnership on the board because her commitment to the city and expertise is mirrored in all its members. She said there's really great buy-in from everybody who participates for the mission of the committee.

Councilor Quinlan moved to forward the appointment of Aelan Tierney with a positive recommendation. Councilor Maire seconded. The motion passed unanimously 4:0 by roll call vote.

Human Rights Commission

Booker Bush, MD, 119 Pine St., Florence, MA

Term: July 2020-June 2023

Reappointment

Councilor Foster said she had a great phone conversation with Dr. Bush, who is seeking reappointment to the Human Rights Commission (HRC). His interest in human rights has been revitalized by national and local issues. They talked a little bit about the role of the HRC. He said recruitment has been a little bit of a challenge and he is interested in taking that on and seeking new members. At a recent meeting of the HRC, he offered to serve on the policing review commission in Northampton as one of the mayoral appointments, since one NPRC member is required to be a member of the HRC. Dr. Booker is an African American man and very interested in serving in that role. One of the things he brought out is that when the Northampton State Hospital closed, many people with psychiatric disabilities didn't have the services they were accustomed to. He likened the need for planning and thoughtful discussion around police reform to this transition. He is very interested and invested in doing that work.

Councilor Maire added that she served with Dr. Bush on the HRC and he really brought so much to it. She was hoping he would be interested in serving on the joint police commission. He's got an ability to see a lot of things at one time.

Councilor Foster moved to positively recommend Dr. Booker Bush for appointment to the HRC. Councilor Quinlan seconded. The motion passed unanimously 4:0 by roll call vote.

License Commission

Helen Kahn, 188 Federal St., Florence, MA

Term: July 2020-June 2026

Reappointment

Councilor LaBarge gave a report and recommendation on the appointment of Helen Kahn to the License Commission. Helen is very pleased to apply to come back on the License Commission.

She has really learned a lot from being on that board. It's a lot of work. She came in as a fill in for somebody who had to resign. One thing that bothers her is she was concerned that it is six-year term. She asked Ms. Krutzler if she could check out why it is such a long term.

Councilor LaBarge moved a positive recommendation for Helen Kahn of 188 Federal Street for a term from July 2020 to June 2026.

Councilor LaBarge initiated a brief discussion of the process for handling reappointments. She wondered if the committee could dispense with interviewing applicants for reappointments and simply automatically approve reappointments as long as the mayor's office has confirmed that the person is willing to continue serving. She asked Krutzler to find out if this adjustment would require a change to the council rules.

[Note: review of the rules indicated that it would *not* require a rule change since the only description of the City Services Committee's responsibilities in the council rules is as follows:

2.6.1.3. COMMITTEE on CITY SERVICES

- 2.6.1.3.1 Jurisdiction. Matters related to the activities and operation of municipal government.
- 2.6.1.3.2 The Committee shall serve as the standing committee to review all candidates for appointment to boards and commission in accordance with Section 2-10 of the Charter.
- 2.6.1.3.3 The Committee shall consist of four Councilors.]

Councilor Foster said she hears Councilor LaBarge's concern about extra steps, but, as she thinks about, it feels like a separation of powers if the mayor makes appointments and the city council confirms them. She wondered if, even though it feels like a duplication of effort, it helps toward keeping the executive and legislative powers separate.

Councilor LaBarge repeated her motion for a positive recommendation. Councilor Maiore seconded. Councilor Foster disclosed that both Helen Kahn and her daughter Harper Brooks Kahn work for her at All Out Adventures. She said she has no financial interest in the appointment and feels that she can be impartial. The motion passed unanimously 4:0 by roll call vote.

Parks & Recreation Commission

James Ryan, 56 Leonard St., Leeds, MA

Term: July 2020-June 2023

Reappointment

She couldn't tell them the involvement both he and his wife have in the community, Councilor LaBarge shared. Mr. Ryan has spent two years on the Recreation Commission, and he just loves it. He works tirelessly. Mr. Ryan and his wife are highly involved in the Elks in Northampton and also with the St. Pat's association. Whenever there is any help in the city, you will see Jim and his wife there. He really enjoys Parks & Recreation and would like to serve two more years.

Councilor LaBarge moved a positive recommendation for James Ryan. Councilor Quinlan seconded.

Councilor Foster said she had the pleasure of serving with him on Parks & Recreation and would echo what she'd said. **The motion passed unanimously 4:0 by roll call vote.**

Councilor LaBarge announced that there will be no City Services Committee meeting for the month of August. She wished everyone a nice vacation.

Councilor LaBarge brought up the need to reschedule the September meeting since the first Monday of the month falls on Labor Day. Councilor agreed to meet Wednesday, September 9th.

Councilor LaBarge announced her intention to bring in Central Services Director David Pomerantz and Parks and Recreation Director Ann Marie Moggio in September. She asked members to forward any specific questions for department heads to Laura prior to the meeting. Ms. Krutzler agreed to send an email to the mayor's office tomorrow requesting their presence.

4. **Adjourn**

There being no further business, Councilor Foster moved to adjourn. Councilor Quinlan seconded. The motion carried 4:0 by roll call vote. The meeting was adjourned at 4:39 p.m.

Prepared By:

L. Krutzler, Administrative Assistant to the City Council
413.587.1210; krutzler@northamptonma.gov



MAYOR DAVID J. NARKEWICZ
City of Northampton
Office of the Mayor
210 Main Street Room 12
Northampton, MA 01060-3199
(413) 587-1249 Fax: (413) 587-1275
mayor@northamptonma.gov

MEMORANDUM

TO: City Council
FROM: Mayor David J. Narkewicz
CC: City Clerk Pamela Powers
DATE: September 28, 2020
RE: Appointment of Principal Assessor

I am appointing Deputy Assessor Marc Dautreuil to the position of Principal Assessor for the City of Northampton, filling the vacancy created by the retirement of Principal Assessor Sarafin, effective October 1, 2020.

Deputy Assessor Dautreuil has been with the department since 2016. Prior to that, he was a real estate appraiser in Barnstable and Plymouth counties. He received his bachelor's degree from Texas State University in History, earning a secondary teaching certificate in Social Studies. He gained his Appraiser's licence in 2015, and in 2016 was designated a Massachusetts Accredited Assessor by the Massachusetts Association of Assessing Officers. I have attached a copy of Mr. Dautreuil's professional resume for your review.

I consulted with retiring Principal Assessor Sarafin on this decision and we are both confident in Deputy Assessor Dautreuil's ability to lead the Assessor's Department moving forward. I am honored to elevate Marc Dautreuil to the rank of Principal Assessor and respectfully submit his appointment to the City Council for confirmation in accordance with the Northampton Charter, Article 2, § 2-10.