



Committee on City Services and the Northampton City Council

Committee Members:

Chair: Councilor Karen Foster

Vice Chair: Councilor Jamila Gore

Councilor Marianne L. LaBarge

Councilor Garrick Perry

MEETING AGENDA

Date: April 3, 2023

Time: 5 p.m.

Virtual Meeting

The April 3, 2023 City Services Committee meeting will be held by remote participation. The public can follow the committee's deliberations by joining the virtual meeting by phone or computer. The meeting will be recorded for later broadcast on Northampton Open Media (Channel 15) and uploaded to the Northampton Government Video Archive on YouTube.

Live public comment will be available using telephone call-in or video conferencing technology beginning at 5 p.m.

INSTRUCTIONS FOR CALLING IN OR JOINING THE MEETING

[PUBLIC MEETING LINK](#)

For telephone call-in, call:

+979 436-2866 US

Meeting ID: 895 9411 6636

Participant #: #

Password: 722775

- 1. Meeting Called to Order and Roll Call**
- 2. Announcement of Audio/Video Recording**

This meeting is being audio/video recorded.

3. Public Comment

4. Minutes of Previous Meetings

A. Minutes of January 3, 2023 and February 6, 2023

Documents:

[1-03-2023_City Services Committee.pdf](#)

[2-06-2023_City Services Committee.pdf](#)

5. Update on Department of Community Care (DCC) from the Department of Health and Human Services (DHHS)

Discussion with Division of Community Care Director Kristen Rhodes and DHHS Commissioner Merridith O'Leary.

6. Items Referred to Committee

A. 23.276 Appointment to the Arts Council, referred to City Services - 3/16/2023
Arts Council

Ronald Smith, 14 Emily Lane, Northampton

Term: February 2023-June 2026

To fill a vacancy

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Documents:

[23.276 Appointment to the Arts Council.pdf](#)

[23.276 Mayors Appointment Memo.pdf](#)

7. New Business

8. Adjourn

Contact: *Karen Foster*
kfoster@northamptonma.gov
413.341.0503



Committee on City Services and the Northampton City Council

Committee Members:

Chair: Councilor Karen Foster
Vice-Chair: Councilor Jamila Gore
Councilor Marianne LaBarge
Councilor Garrick Perry

Meeting Minutes

Date: January 3, 2023
Time: 5 p.m.
Via Teleconference

1. MEETING CALLED TO ORDER AND ROLL CALL

At 5 p.m., Councilor Karen Foster, Chair, called the meeting to order. On a roll call, Councilor Foster, Councilor Marianne L. LaBarge and Councilor Garrick Perry were present. Vice Chair Councilor Jamila Gore was absent.

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

2. PUBLIC COMMENT

There being no members of the public present, Councilor Foster moved to the next item on the agenda.

3. MINUTES OF SEPTEMBER 6, 2022, NOVEMBER 7, 2022 AND NOVEMBER 22, 2022

Councilor LaBarge moved to approve the minutes of September 6, 2022, November 7, 2022 and November 22, 2022 as a group. Councilor Perry seconded. The motion passed unanimously 3:0 by roll call vote.

4. ITEMS REFERRED TO COMMITTEE

A. 22.205 Appointment to Human Rights Commission, referred by City Council - 12/01/2022
Human Rights Commission

Alton McKray 80 Damon Rd., #8201, Northampton

Term: July 2022-June 2025

To fill a vacancy

Councilor Perry said he had the pleasure of talking to Alton. He really enjoys talking to anyone looking into serving the city and Alton was also excited to meet him. As Councilor Foster had informed him, Alton had actually met Human Rights Commission (HRC) Chair Megan Paik at an event and, when presented with the opportunity to join the HRC, was very excited and immediately applied. He has lived in the area for about 12 years having come because of the VA hospital since he is a vet. He has done a lot of advocacy work with the VA and feels that that previous advocacy work plus his passion for the city makes him a great choice for the HRC.

They talked about why it is important for a diverse group of people to be a part of these commissions. He unfortunately has also had some negative racial interactions with the police but, instead of turning him away from the city, he felt that was another call for him to have a voice.

With that being said, **Councilor Perry said he could do nothing but positively recommend the appointment of Alton McKray to the Human Rights Commission. Councilor LaBarge seconded.**

Councilor Foster spoke in favor of the appointment.

The motion passed unanimously 3:0 by roll call vote.

5. **NEW BUSINESS**

Councilor LaBarge asked about inviting the DPW director to City Services to update them on vacancies in the DPW since she is up to 19 vacant positions and is having great difficulty filling them. She's even increased some of the salaries. A resident on Cardinal Way who is an assistant DPW director in Chicopee told her Chicopee is having the same problem.

Councilor Foster said she could reach out to the Mayor's office on that.

Councilor LaBarge said she was shocked to learn today that Department of Community Care (DCC) Implementation Manager Sean Donovan no longer works for the city and would also like to know what the Mayor's expectations are for filling that position.

That may be a question for Department of Health and Human Services (DHHS) Commissioner Merridith O'Leary, Councilor Foster said. She also has residents who are eager for an update on the DCC. She said she would follow up with the Mayor's office on these two items.

6. **ADJOURN**

There being no further business, **Councilor Perry moved to adjourn. Councilor LaBarge seconded. The motion carried 3:0 by roll call vote. The meeting was adjourned at 5:08 p.m.**

Prepared By:

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



Committee on City Services and the Northampton City Council

Committee Members:

Chair: Councilor Karen Foster
Vice-Chair: Councilor Jamila Gore
Councilor Marianne LaBarge
Councilor Garrick Perry

Meeting Minutes

Date: February 6, 2023
Time: 5 p.m.
Via Teleconference

1. MEETING CALLED TO ORDER AND ROLL CALL

At 5 p.m., Councilor Karen Foster, Chair, called the meeting to order. On a roll call, Councilor Foster, Councilor Jamila Gore, Vice Chair; Councilor Marianne L. LaBarge and Councilor Garrick Perry were present. Administrative Assistant Laura Krutzler was absent.

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

2. PUBLIC COMMENT

There being no members of the public present, Councilor Foster moved to the next item on the agenda.

3. MINUTES OF JANUARY 3, 2023

The minutes of January 3, 2023 were not linked to the agenda, so Councilor Foster moved to the next item on the agenda.

4. ITEMS REFERRED TO COMMITTEE

A. 23.234 Appointment to Disability Commission, referred by City Council - 1/19/2023
Disability Commission

Amy Sugihara, 110 Morningside Drive, Florence

Term: February 2023-June 2025

To fill a vacancy

Councilor Perry said he had a lovely conversation with Amy. She's been a volunteer at All Out Adventures and she talked about how that has really helped her connect with this community. She's only been here for a year. Her husband works over at Hampshire and she feels like this will give her a chance to give back and become more entrenched in the community.

He believes she's attended every meeting of the Disability Commission so far except for one. When asked what she thought she could bring to the committee, she said communication with the public. She said she had noticed that sometimes someone in public comment would ask a question and that it would take a while for someone to get back to them and she thought tightening up that process would help everyone feel heard and make the city feel more accepting and open to people with disabilities.

It's great finding someone who has just moved from another area who already feels like this is a great fit for them, he commented.

With that being said, **Councilor Perry moved to positively recommend the appointment of Amy Sugihara to the Disability Commission. Councilor LaBarge seconded.**

Councilor LaBarge confirmed that Amy has attended every meeting and has had concerns about people who have spoken and have not gotten answers back in a timely manner.

Councilor Foster also endorsed Amy's appointment, saying she is one of those people who has an idea and gets things done. Amy was actually the person who reached out to Councilor Maiore last spring about spearheading the 'No Mow May' campaign, she shared.

She disclosed that, although Amy is a volunteer at All Out Adventures, there is no reason she cannot act impartially on her appointment.

The motion passed unanimously 4:0 by roll call vote.

B. 23.236 Appointment to Elected Officials Compensation Advisory Board, referred by City Council - 2/2/2023
Elected Officials Compensation Advisory Board

Deborah Henson, 118 Franklin Street, Northampton

Term: February 2023-November 2024

To fill a vacancy

Councilor Foster explained that since this was just referred by City Council last Thursday, they can discuss and deliberate but must wait to take a formal vote until after seven days have elapsed.

She was the councilor assigned to interview Ms. Henson, Councilor Foster said. Although she didn't get a chance to speak to her over the weekend, Deb had reached out to her, Councilor Moulton and Councilor Nash earlier about her interest in serving on a city board or commission. She is an attorney practicing in another state and has been pretty heavily involved with the city being one of the chief proponents behind the campaign to save St. John's Cantius Church. She was also her constituent briefly before re-precincting. If she were to make a motion, it would be to positively recommend her.

Councilor LaBarge agreed that it was a very good appointment, pointing to all the research Ms. Henson brought to bear in the discussion around preserving the church.

A vote on the appointment will appear on the next City Services Commission agenda, Councilor Foster confirmed.

5. Role of City Services in board and commission appointments (as a follow-up to Select Committee discussion)

She attended a recent Select Committee to Study Barriers to Serving on City Boards and Commissions meeting to discuss the role of the City Services Committee in volunteer board appointments, Councilor Foster reported. As a follow-up, she thought it would be a good opportunity to discuss the role the City Services Committee currently plays in appointments and whether they want to make any changes to this role. An idea proposed in the Select Committee discussion was whether City Services Committee members want to consider reaching out to the chairs of committees to seek their input on candidates, she shared.

Councilor LaBarge pointed out that the mayor goes through all the applications for a position and makes a selection and City Services is not involved in that process. It would be nice if the whole committee was able to see the people who applied, she suggested.

Part of the discussion in the Select Committee was about communication and the fact that applicants do not have access to a lot of information about the committee's role or expectations for new members or updates from the mayor's office throughout the application process, Councilor Perry said. He mentioned Human Rights Commission (HRC) Chair Megan Paik's project to develop a handbook for the HRC to familiarize candidates with the history and purview, priorities and expectations of that commission and how it could serve as a template for other boards.

He suggested the idea of having a roundtable or sending out an invitation to committee chairs to see what kind of candidates they are looking for that. He doesn't know if that is currently part of the process, he said.

Her understanding is that chairs are not contacted as a matter of course, Councilor Foster said. When City Services was looking at an appointment for the Community Preservation Committee, she did reach out to the chair for that and does not believe anything precludes them from doing so.

Councilor LaBarge said she liked the idea of doing a roundtable with the chairs.

Department of Health and Human Services (DHHS) Commissioner Merridith O'Leary is not available for their March meeting but the Assistant Commissioner is going to come to update them on the Department of Community Care, Councilor Foster said. She suggested looking at having a roundtable with board and commission chairs for their April meeting.

6. NEW BUSINESS

Councilor LaBarge repeated her interest in having the DPW Director come in to talk about vacancies at the DPW.

A. Exploring ways to support expanded public participation in meetings

The governor's order allowing remote meetings extends to the end of March, Councilor Foster reminded. Her guess is that it will be extended, but she thought City Services could discuss whether there are additional ways the city can promote public participation. For example, they know some members of the public don't have access to the technology or know how to use Zoom to take advantage of remote participation. She thought they as a committee might be able to come up with ways to support members of the public who don't have their own devices or know how to use video conferencing programs.

Councilor LaBarge said she thinks meetings should be held in council chambers when they have subjects of particular interest. She said she thought Forbes Library and Lilly Library also offer training on computer programs.

Councilor Perry said he thinks they ought to think about having different hubs throughout the city where the public can access government meetings, such as public libraries and the cable access studio. He mentioned the resilience hub as a possible location for such a site. Councilor Foster said she would also like to investigate the Fire Department. Other places mentioned were the Senior Center, Police Station, High School and the Center for New Americans.

Members divided up the sites and volunteered to contact them for additional information. Councilor Perry agreed to reach out to Forbes and Lilly Libraries and the High School. Councilor Gore said she would contact the Fire Department and Senior Center and Councilor Foster said she would contact the Police and IT departments.

7. **ADJOURN**

There being no further business, Councilor Perry moved to adjourn. Councilor Gore seconded. The motion carried 4:0 by roll call vote. The meeting was adjourned at 5:47 p.m.

Prepared By:

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



City of Northampton

Application for Appointment to Boards, Committees and Commissions

Name: Ronald R. Smith

Address: 14 Emily Lane, Northampton, MA. 01060

Email: shonuf23@gmail.com Home Phone: 413-341-3772

Cell: 413-209-6540 Occupation: Music Teacher (Northfield Mount Hermon)

Northampton Resident? Yes No Years lived in Northampton: 15yrs

Please indicate the Committee(s) you have interest serving on: *(Appointment subject to vacancies)*

Agricultural Commission	<input type="checkbox"/>	Housing Authority - Board of Commissioners	<input type="checkbox"/>
Almoners, Board of	<input type="checkbox"/>	Housing Partnership	<input type="checkbox"/>
Arts Council	<input checked="" type="checkbox"/>	Human Rights Commission	<input type="checkbox"/>
Assessors, Board of	<input type="checkbox"/>	License Commission	<input type="checkbox"/>
Central Business Architecture Committee	<input type="checkbox"/>	Parks & Recreation Commission	<input type="checkbox"/>
Community Preservation Committee	<input type="checkbox"/>	Planning Board	<input type="checkbox"/>
Conservation Commission	<input type="checkbox"/>	Registrars, Board of	<input type="checkbox"/>
Council on Aging	<input type="checkbox"/>	Transportation & Parking Commission	<input type="checkbox"/>
Disability Commission	<input type="checkbox"/>	Trust Fund Committee	<input type="checkbox"/>
Energy & Sustainability Commission	<input type="checkbox"/>	Urban Forestry Commission	<input type="checkbox"/>
Health, Board of	<input type="checkbox"/>	Youth Commission	<input type="checkbox"/>
Historical Commission	<input type="checkbox"/>	Zoning Board of Appeals	<input type="checkbox"/>

What skills and experience will you bring to this committee or board assignment?

(attach additional sheet or resume if necessary)

I am the director of music programs & jazz programs at Northfield Mount Hermon, Local jazz artist in the Pioneer Valley. First Night of Northampton Performing Artist, Manage Thursday Night Jazz Series at Wurst Haus, private instructor downtown sounds & Northampton Community Music Center. Green Street Trio Jazz Workshop Local Jazz Artist, 3 County Fair.

Are you currently serving or have you served on any city committee: No Yes*

*(*If yes, please state the committee or board)* _____

Required: Please read the following, by signing below you state that you understand and agree:

The filing of this form does not guarantee my appointment. An application is kept on file for two (2) years; after that I must file a new application. Being appointed to a committee, board, or commission means that I am considered a Municipal Employee under MGL Chapter 268A and thereby subject to Conflict of Interest Law MGL Chapter 268A, Financial Disclosure Law MGL Chapter 268B, as well as Open Meeting Law MGL Chapter 39: Section 23B. I understand that I will take the conflict of interest test AFTER being appointed and that I also must be sworn in by the City Clerk. I will contact the appointing authority with any questions about my service. **IMPORTANT: Once this form is submitted, it becomes a public document, if there is information you do not want open to the public please do not include it on this form!**

SIGNATURE Ronald R. Smith DATE 02/07/2023

Please Return Form To: mayor@northamptonma.gov or
Gina-Louise Sciarra, Mayor, 210 Main Street, Northampton, MA 01060

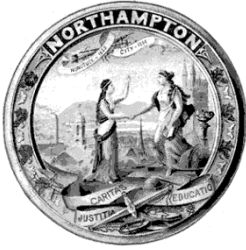
OPTIONAL INFORMATION

*This information will be used for diversity purposes only.
Complete it only if you wish to do so.*

Age:

Under 29 30-39 40-49 50-59 60-69 70 plus

Sex: M F Non-Binary Racial/Ethnic Background Black / Afr-American



MAYOR GINA-LOUISE SCIARRA

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

DATE: March 16, 2023

TO: City Council

FROM: Mayor Gina-Louise Sciarra

SUBJECT: Appointment to Boards, Committees, and Commissions

Please find the attached appointment to City Boards, Committees, and Commissions:

Arts Council

Ronald Smith, 14 Emily Lane, Northampton

Term: February 2023-June 2026

To fill a vacancy