



## **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: May 19, 2022**

**Time: 7 p.m.**

Virtual Meeting

Note: The City Services Committee meeting will take place during the City Council meeting as announced. The City Council meeting begins at 7 p.m.

#### **1. Meeting Called to Order and Roll Call**

#### **2. Items Referred to Committee**

##### **A. 22.102 Appointment of Patrick McCarthy as Central Services Director, referred by City Council - 5/5/2022**

This appointment was submitted to the City Council for confirmation in accordance with city's Charter, Article 2, § 2-10. A vacancy was created when David Pomerantz retired.

Documents:

[22.102 Central Services Director Appointment 04-22-22 \(1\).pdf](#)

#### **3. New Business**

#### **4. Adjourn**

Contact: *Karen Foster*

[kfoster@northamptonma.gov](mailto:kfoster@northamptonma.gov)

413.341.0503



## MAYOR GINA-LOUISE SCIARRA

**City of Northampton**

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### MEMORANDUM

TO: City Council  
FROM: Mayor Gina-Louise Sciarra  
CC: City Clerk Pamela Powers  
DATE: May 2, 2022  
RE: Appointment of Central Services Director

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I am appointing Patrick McCarthy to the position of Director of Central Services for the City of Northampton effective Monday, April 25, 2022, filling the vacancy created by the retirement of Central Services Director David Pomerantz.

Patrick McCarthy has served as Facilities Project Coordinator in Northampton since 2015. Prior to that, he worked for the Home City Housing Corporation, the Valley Community Development Corporation, the Holyoke Community Land Trust, Nueva Esperanza, and as an HVAC technician. Mr. McCarthy has a Bachelor of Science degree from Springfield College.

Mr. McCarthy brings more than 25 years of experience in public housing, project management, and construction as well as established credentials as an effective manager of some of the city's most critical infrastructure.

I respectfully submit his appointment to the City Council for confirmation in accordance with the Northampton Charter, Article 2, § 2-10. I have attached a copy of Mr. McCarthy's professional resume for your review.

CITY OF NORTHAMPTON, MASSACHUSETTS  
HUMAN RESOURCES DEPARTMENT  
(413) 587-1258 - Fax: (413) 587-1303



### Promotion/Transfer Request

Name Patrick McCarthy Date March 8, 2022  
Current Position Facilities Project Coordinator Dept. Central Services  
Position applying for Director of Central Services  
Dept/Division Central Services

**Please provide a brief statement describing your interest in this position**

My previous project, organizational and staff management experience seem to be a good fit to the department director's position. I believe I have the necessary skills for the job.

**Please provide a copy of your resume or update your job application on file by describing your work experience here:**

attached here

**Current CDL/Endorsements and Licenses-(Please provide the licenses so that we may make a copy).**

My CSL is on file with the Northampton HR Department. I have a current Refrigeration license with the State Department of Public Safety.

**Any special skills/experience that are not on your resume that would help you be successful in the position that you are applying for?**

I believe my years of hands-on trade experience, combined with my years of project, organizational and "people" management experience, will be an asset to the department and city.

**All of the information provided is accurate to the best of my ability.**

Employee signature Patrick McCarthy  
Updated 7/28/06

Date March 8, 2022

## **RESUME**

**Patrick C. McCarthy**  
Holyoke, Ma. 01040  
165 Dartmouth Street  
413-531-8929

E-Mail: [pmac651@gmail.com](mailto:pmac651@gmail.com)

### **Development/Construction Project & Staff Management Experience**

**City of Northampton:** Northampton, MA. July 2015 to Present. **Facilities Project Coordinator** for Central Services Department

Responsibilities include:

Coordinate and supervise routine repairs, preventative maintenance, emergency repairs of all municipal and school buildings with city/school maintenance supervisors, HVAC staff, electrical staff, outside contractors and design consultants

Supervise HVAC staff, managing repairs and preventative maintenance

Integrates environmental management and testing concerning lead, asbestos, integrates pest management and source emissions based on State and Federal requirements and regulations

Participates in development and implementation of both short and long term capital improvement projects

Creates project scopes, prepares bids and contract packages, cost estimates, specifications, schedules, plans and specs and budgets.

Performs construction management, oversees project budgets and requisitions.

Participates in ongoing municipal energy management strategies through oversight of energy bidding and contracting.

Manages the operation/maintenance/repairs/upgrades to the district wide building energy management systems – Automated Logic/Johnson Controls.

Manages city security access systems, oversee street light maintenance, submit department payroll, enter work orders as needed.

**Home City Housing Corporation:** Springfield, MA. May 2012 to June 2015

**Project Manager** for a non-profit real estate developer.

Responsibilities include:

Develop & Manage Energy Management Monitoring Systems for Company Real Estate Portfolio

Development / Construction Residential & Commercial Rental Properties using Private and Public Funds

Project design, Drawings & Specifications, Construction Estimating Grant &, loan applications (HUD, DHCD, City, private lenders)

Funding Sources: Private Banks, MHP, LIHTC, HOME, CDBG, CPA

Manage Project Budgets

Liaison with Local, State Community Development

Supervision of Project Spending and Payment Requisitions

Supervision of Contractors, employees and oversee contracts  
Clerk of Works, blueprint reading  
Facilitated / Coordinated Communication between Development Team, Banks,  
Local/State Government, Investors, Architects, Engineers, Contractors and  
Property Management  
Project Acquisition and Construction Included: 65 units @ \$25 Million

**Valley Community Development Corporation:** Northampton, MA. Sept. 2000 to April 2012

**Project Manager** for an established community development agency.

Responsibilities include:

Development / Construction Residential & Commercial Properties for Ownership and Rental using Private and Public Funds  
Site Selection and Design by way of GIS with use of Arcview & some AutoCAD  
Inspection, Feasibility Analysis, Acquisition, Project design Drawings & Specifications, Construction Estimating  
Grant &, loan applications (HUD, DHCD, City, private lenders)  
Funding Sources: Private Banks, MHP, LIHTC, HOME, CDBG, CPA  
Developed and Managed Project Budgets  
Liaison with Local, State Community Development .  
Supervision of Project Spending and Payment Requisitions  
Supervision of Contractors, employees and oversee contracts  
Clerk of Works, blueprint reading  
Facilitated / Coordinated Communication between Development Team, Banks, Local/State Government, Investors, Architects, Engineers, Contractors and Property Management  
Project Acquisition and Construction Included: 85 units @ \$14 Million

**Northampton Planning Department:** Northampton MA. June 2001 to September 2001

**GIS Paid Internship** for Planning GIS Department

Responsibilities included: Work with GIS Coordinator to advance City Department GIS. Begin development of GIS program software and data for four neighboring towns.

**Holyoke Community Land Trust:** Holyoke, Ma. October 1996 to June 2001

**Project Manager** for an emerging community development agency in an urban setting.

Responsibilities included:

Promoted Economic Development and Neighborhood Revitalization  
Development / Construction of Homes for Ownership using Private and Public Funds  
Site Selection and Design by way of GIS with use of Arcview  
Inspection, Feasibility Analysis, Acquisition, Project design Drawings & Specifications, Construction Estimating  
Grant Writing, Loan applications  
Developed and Managed Project Budgets  
Owner's Representative, Clerk of Works

Liaison with Local, State Community Development Office  
Supervision of Contractors and Employees  
Supervision of Project Spending and Payment Requisitions  
Established and operated Agency Construction Company  
Complete a comprehensive Arcview GIS Regional Housing Plan

**Nueva Esperanza, Inc.:** Holyoke, MA. October 1989 to October 1996  
**Director of Housing Development and Management** for a diverse community development agency. Responsibilities included:

Development and Asset Management of Commercial / Residential Properties  
Used Private and Government Funding / Tax Credits  
Owner's Representative, Clerk of Works  
Worked with Community to Develop Neighborhood Strategic Plan  
Facilitated / Coordinated Communication between Development Team, Banks, Local/State Government, Investors, Architects, Engineers, Contractors and Property Management  
Grant &, loan applications (HUD, DHCD, City, private lenders)  
Funding Sources: Private Banks, MHP, LIHTC, HOME, CDBG  
Spec Writing, Construction Estimating, Budget Management  
Hiring / Supervision of Contractors and employees  
Project Acquisition and Construction Included: 263 units @ \$25,500,000  
Property Asset Management Rep for over 350 Units

### **Construction Experience**

**H.V.A.C.R. Technician,** Western MA. October 1979 to October 1989.  
Lisenced Service and Installation Technician for ten years. Responsibilities included design, service and installation in all aspects related to commercial and residential Heating, Air Conditioning, Ventilation and Refrigeration, system controls and management.

### **License Information:**

MA Construction Supervisor's License no. 057642  
MA Refrigeration License No. 006290

### **Education:**

Springfield College: Bachelor of Science Degree  
GIS Certificate, HCC 2001

### **Computer Experience:**

Microsoft Word, Excel, Arcview GIS, Infinias, Muncity, Munis, Automated Logic, Johnson Controls, SchoolDude, some AutoCAD

References Available Upon Request