



## **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 4, 2021**

**Time: 4 p.m.**

Virtual Meeting

The October 4, 2021 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 4 p.m.

### **INSTRUCTIONS FOR CALLING IN OR JOINING THE MEETING**

Join the virtual meeting: <https://bit.ly/3zXLQnU>

For telephone call-in, call:

+929 436-2866 US

**Meeting ID: 833 9906 4903**

**Participant #: #**

**Password: 240134**

- 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 August 26, 2021**

**5. Items Referred to Committee**

**A. 21.324 Appointment of Pamela Powers as City Clerk, referred by City Council - 9/22/2021**

Introduction and recommendation by Mayor David J. Narkewicz

Documents:

[21.324 Appointment of Pamela Powers as City Clerk.pdf](#)

**B. 21.327 Appointment to Council on Aging, referred to City Services Committee - 9/22/2021**

**Council on Aging**

Carolyn Sandel, 132 Chesterfield Road, Leeds

Term: October 2021- June 2024

To fill a vacancy

Documents:

[21.327 Appointment to Council on Aging.pdf](#)

**6. Departmental Update - City Clerk's Office**

Discussion with City Clerk Pamela Powers. General update on City Clerk's office activities, including overview of the September 28, 2021 preliminary election, preparation for November 2, 2021 general election, update on status of Ranked Choice Voting Committee's deliberations and update on re-precincting project.

**7. New Business**

**8. Adjourn**

Contact: *Marianne L. LaBarge*

mlabargeward6@aol.com

413.584.7937



## **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) 587-1275D  
[mayor@northamptonma.gov](mailto:mayor@northamptonma.gov)**

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### **MEMORANDUM**

**TO:** City Council  
**FROM:** Mayor David J. Narkewicz  
**CC:** City Clerk Pamela Powers  
**DATE:** September 14, 2021  
**RE:** Appointment of City Clerk

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I am appointing Pamela Powers to the position of City Clerk pursuant to the recent change to our City Charter converting her current elected position to an appointed city department head.

Pamela Powers was elected City Clerk by the voters of Northampton in the November 2017 municipal election. Prior to her election, she was appointed Interim City Clerk by the City Council in July 2017 following the early retirement of former City Clerk Wendy Mazza.

Before she was elected City Clerk, Pamela Powers served as Administrative Assistant to the City Council from 2014 to 2017 and Assistant City Clerk from 2011 to 2014. Prior to that she led local field operations for the U.S. Census Bureau and worked as a customer service and distribution manager for Graphics Technical International, formerly known as James River Graphics, for 14 years. City Clerk Powers holds a Master of Business Administration from Western New England University (formerly Western New England College). She also earned a Bachelor of Arts in Business Management from Westfield State University (formerly Westfield State College) and an Associate of Science in Business Administration from Bay Path University (formerly Bay Path Junior College).

Given her significant knowledge and experience as the City of Northampton's sitting elected City Clerk, I am honored to appoint Pamela Powers to be our city's first appointed City Clerk following the change to the City Charter.

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



# 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

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DATE: September 22, 2021

TO: City Council

FROM: Mayor David J. Narkewicz

**SUBJECT: Appointments to Boards, Committees, and Commissions**

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

**Council on Aging**

**Carolyn Sandel**, 132 Chesterfield Road, Leeds

Term: October 2021- June 2024

*To fill a vacancy*



# Online Form Submittal: Application for Appointment to Boards, Committees and Commissions

6 messages

noreply@civicplus.com <noreply@civicplus.com>  
To: mayor@northamptonma.gov

Sun, Sep 12, 2021 at 5:10 PM

## Application for Appointment to Boards, Committees and Commissions

City of Northampton Application for Appointment to Boards, Committees, and Commissions

Please return the completed form to: [Mayor@northamptonma.gov](mailto:Mayor@northamptonma.gov) or David J. Narkewicz, Mayor 210 Main Street, Northampton, MA 01060

First Name	Carolyn
Last Name	Sandel
Title, if applicable	<i>Field not completed.</i>
Address1	<a href="#">132 Chesterfield Rd</a>
Address2	<i>Field not completed.</i>
City	Leeds
State	MA
Zip	01053
Home Phone	<i>Field not completed.</i>
Work Phone	<i>Field not completed.</i>
Cell Phone	617-201-2453
Occupation & Place of Employment	Executive Director of Assisted Living
Email	<a href="mailto:csandel23@gmail.com">csandel23@gmail.com</a>
Are you a Northampton resident?	Yes
Years Lived in Northampton	2 months
Age	40 - 49
Sex	Female

Racial / Ethnic Background	<i>Field not completed.</i>
Boards and Committees	Council on Aging
Please list "other" board or committee of interest	<i>Field not completed.</i>
What skills and experience will you bring to this committee assignment?	I have over 20 years working with older adults, I am a Licensed Social Worker and for the last 10 years I was the Executive Director of Assisted livings as well as non profit communities. I have experience in strategic planning including starting community Parkinsons programs, demential programs and program for LGBT older adults.
Are you currently serving or have you served on any city committee?	No
Please list other city committees you have served on	<i>Field not completed.</i>

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	Carolyn Sandel
Date	9/12/2021

Email not displaying correctly? [View it in your browser.](#)

**Mayor of Northampton Mass.** <mayor@northamptonma.gov>  
To: Marie Westburg <mwestburg@northamptonma.gov>

Mon, Sep 13, 2021 at 9:20 AM

Hey Marie-

Any thoughts about Carolyn Sandel for COA?

Thanks.

~Court

[Quoted text hidden]

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Office of Mayor David J. Narkewicz  
City of Northampton