



**TOWN OF MILFORD, MASSACHUSETTS**  
**MILFORD YOUTH CENTER**  
MILFORD YOUTH COMMISSION  
24 Pearl St., Milford, MA 01757  
(508) 473-1756 Phone  
(508) 473-4388 FAX



**Milford Youth Commission**

In-Person Meeting

**Date:** October 11, 2022

**Time:** 6:15pm

**Location:** Milford Youth Center - Conference Room, 2nd Floor  
24 Pearl St., Milford, MA 01757

**Members Present:** Brendan Rickert, Ariea Bryan, Chuck Calagione, Christine Crean, Darlene Dulude, John Dulude, Jason Vaz

**Members Absent:** Sandra Caproni, Stacy Darling

**MYC Staff:** Paige Osnoe, Emily Stienstra, Jen Ward

**Staff:** Dale Michaud

**Guests:** Nathan Mandrick

**Call to Order**

At 6:18 pm, Chair Rickert called the meeting to order.

**A.) Invitation to Speak:**

1. Nathan Mandrick, 8<sup>th</sup> grade Capstone project to support New Hope, Domestic Violence Shelter

Nathan shared his presentation and domestic violence statistics with members.

- He would like to teach two self-awareness classes in late November at MYC.
- Staff from American Karate & Fitness and a staff member from New Hope will accompany him.
- Class size is anticipated to be 25 persons per class. He has not yet advertised.
- Class is free, but a \$5 suggested donation will be split 95%/5% to benefit New Hope and MYC.

MYC cannot waive the Staffing and Custodial fees but can waive the Gym fee. Board members discussed liability. Ms. Stienstra said anyone participating will fill out a form.

**Motion:** **B. Rickert moved to waive the Gym rental fee for the Capstone project to support New Hope, Domestic Violence Shelter.**

**Seconded:** D. Dulude

**Vote:** All in favor by voice vote. None opposed.

**Motion Carries:** **7-0**

**B.) New Business**

1. Welcome Paige Osnoe, AmeriCorps Member
  - J. Ward introduced Paige who started with MYC within the last two weeks. She's doing great!
2. Approve Meeting Minutes: 8/16/22 & 9/6/22
  - Approval of meeting minutes of 9/6/22 will be considered at the next meeting.

**Motion:** **B. Rickert moved to approve the meeting minutes of 8/16/22.**

**Seconded:** C. Crean

**Vote:** All in favor by voice vote. None opposed.

**Motion Carries:** **7-0**

3. Fund Balance as of 9/30/22: \$ 85,050.57
  - Ms. Ward reported the State Grant and YouthWorks are spending down.
  - Revenues from rental increases will help retain the fund balance.
4. Signing of warrants:
  - i. 22-10 Maintenance Account for \$176.00
  - ii. 23-10 Revolving Account for \$2,752.33
  - iii. 22-12 Revolving Account for \$255.00
  - iv. 22-13 Revolving Account for \$55.25
  - v. 22-14 Revolving Account for \$13.40
  - vi. 22-13 Maintenance Account for \$615.52
  - vii. 22-15 Maintenance Account for \$805.34
  - viii. 22-15 Maintenance Account for \$1,500.00
  - ix. 22-15 Revolving Account for \$1,082.63
  - The warrants are not part of the \$85,050.57 fund balance.
  - The Maintenance account is part of the Town budget (\$18,000).
  - Rentals, donations, and funds come through the Revolving account.
  - Members discussed with Ms. Ward the warrant to pay the water quality company.

**Motion:** B. Rickert moved to approve signing the warrants: 22-10 Maintenance Account for \$176.00; 23-10 Revolving Account for \$2,752.33; 22-12 Revolving Account for \$255.00; 22-13 Revolving Account for \$55.25; 22-14 Revolving Account for \$13.40; 22-13 Maintenance Account for \$615.52; 22-15 Maintenance Account for \$805.34; 22-15 Maintenance Account for \$1,500.00; 22-15 Revolving Account for \$1,082.63.

**Seconded:** C. Crean

**Vote:** All in favor by voice vote. None opposed.

**Motion carries:** 7-0

5. Town Meeting 10/24 @ Town Hall 7PM
  - i. Article 19: Electrical Upgrades
  - ii. Article 39: Elevator Upgrades
    - MYC has been looped into a State required elevator upgrade to meet safety requirements. The cost to maintain each elevator is \$15,000.
6. CraftRoots Fundraiser Follow up:
  - i. \$12,065 raised; \$10,740 after expenses
    - Ms. Ward reported this was MYC's most successful fundraiser yet. It was a great turnout!
    - Congratulations to everyone who helped. MYC received many compliments on Sam and Maddy who helped.
    - After expenses, MYC made almost \$11,000, not including the almost \$10,000 donation expected from the District Attorney's office who is coming Thursday to present a check.
  - ii. Next date: Friday, September 15, 2023
    - Members agreed this date is on hold pending opening day for the football season.

**Motion:** B. Rickert moved to approve a tentative date of 9/15/23 for the CraftRoots Fundraiser.

**Seconded:** A. Bryan

**Vote:** All in favor by voice vote. None opposed.

**Motion Carries:** 7-0

### C.) Directors Report:

#### 1. After School Program:

- a. New Hires: Mariella Chapman & Riley Gray-Campbell (goes by Gray)
  - Ms. Ward and Ms. Stienstra recommended holding off on voting to hire Mariella Chapman at this time.

**Motion:** B. Rickert moved to approve hiring Riley Gray-Campbell effective immediately.

**Seconded:** J. Dulude.

**Vote:** All in favor by voice vote. None opposed.

**Motion carries:** 7-0

#### b. Programs: See after school calendar and fliers attached

- Ms. Ward indicated attendance is growing although at a slower rate.
- Ms. Stienstra went through the October program calendar for Board members.
  - Give Kids the Arts - making plaster masks
  - Milford TV Life Skills
  - Social Emotional starts tomorrow
  - Adult Open Gym - Monday nights beginning November 7
  - Community fundraisers
- Sign-up programs to give kids more choices including fun activities like Automotive

#### 2. Building Updates:

##### a. Renovation litigation:

- i. Met with lawyer 8/11 agreed to fix lobby floor; Town provided quotes. Need to go to bid.
  - MYC staff are working with the Engineer to find out where outside water is coming in.
  - Things are proceeding.
- ii. Will find out soon when outside work will begin

##### b. Music/Multipurpose Media Center- bid documents are ready and waiting on new Town Engineer

- The Town hired an Engineer. We are in waiting mode. Ms. Ward resent the documents to Carlos and Rick.

##### c. HVAC project in progress

- A/C ducts have been installed in the gym.
- Ductwork is progressing in the basement.
- Jay Vaz is overseeing this project.

##### d. Safety issues at crosswalk – messaged Police 8/10/22 Haven't heard back from Police.

#### 3. Donation/Grant Updates:

- a. See Newsletter for monthly updates for miscellaneous donations.
- b. Goldfish Swim School: Milford lessons continue to the third child
  - Ms. Stienstra reports this will be the fourth summer we will be starting this program!

- c. YouthWorks Program completed!
  - MYC did a story in the Newsletter. Of the 17 YouthWorks workers, two have obtained full-time employment through the grant. Paul has accepted a full-time, seasonal position with the Milford Highway Dept. Paige Osnoe, also an AmeriCorps member, now works for MYC.
- d. (TDA) Teacher's Driving Academy to start in December
  - Ms. Ward said MYC should be getting a donation check for just under \$3,000 today.
- e. Health Foundation of Central Massachusetts Meeting for HVAC grant awarded: \$115,250.00
  - Ms. Ward said there were more than 70 applicants for this grant.
  - Only 16 applications were approved to proceed through the actual application process.
  - MYC thanks Francoise, our Grants lady for the hard work she put into this grant award!
  - HVAC - It was suggested MYC change our steam heat to gas heat and change to destratification. We will change to a different boiler making the steam obsolete.
- 4. Halloween Event: Friday, October 28 from 6-9 pm
  - a. Reached out to Fire and Police for Detail
    - Fire Dept. will do one final check before event. Police don't think MYC will need detail.
  - b. Volunteers needed!
    - MYC staff discussed the dwindling timeframe to set up Kids' Zone and Haunted Maze.
    - We have Ron's Workshop / Lifeskills event this week and that is important.
    - MYC staff will decide by Friday whether they can reasonably put together both events.
    - Friday Fright Night is to be determined. Kids Zone will go on.
    - Ms. Dulude confirmed the costumes have been disinfected and aired out.
    - Ms. Stienstra sent out 70 emails to the community for volunteers and tables.
    - Blackstone Valley Tech sent emails to students to volunteer.
    - MYC needs help breaking down the Halloween events.
- 5. Other Events:
  - a. MYC staff attended all 6 School Open Houses
    - Ms. Stienstra and Ms. Ward attended all 6 Open Houses.
    - MYC secured new school students from the exposure.
    - Ms. Dulude said transportation is an issue for kids to get to MYC.
  - b. Wed., 10/12 from 3-4 pm; Ron's Workshop/Lifeskills space
    - Ms. Ward said Rick Villani, Mike Walsh, and Brian Murray will attend.
    - She also invited MYC Board members to attend.
    - Sandra Caproni will say a few words about Ron on behalf of MYC Board.
    - If you want to be interviewed by Milford TV come up to Board room.
    - Ron created a video of what it meant to him to volunteer. He wanted to get a message to new people to volunteer. The video footage is from last 30 hours of his life.
  - c. Wednesday, 10/13 from 6-8 pm MPMC Addressing Youth Mental Health
    - Ms. Ward and Ms. Stienstra received a personal invitation to attend the event.
  - d. Thursday, 10/14 at 4 PM, District Attorney check presentation
    - A. Calagione asked Ms. Ward to confirm the donation - \$10,000 or \$3,000.
    - It is possible the funds may be in jeopardy.

- e. Sunday, 10/30/22 – OctoberFest at Double Tree Inn
    - Doubletree Inn agreed to let MYC have an Open House table at this gathering. They will ask their guests to donate to MYC.
  - f. Saturday, 11/5/22 – Nutriforia Nutrition
    - Drink event 8:00 am - 3:00 pm
    - 10% of proceed to benefit MYC
    - Staff appreciation discount!
6. Rentals:
- a. Rental contract edits:
    - i. CORI needed for applicant
      - Ms. Stienstra researched Town requirements for MYC to develop a draft CORI form for discussion with Board members.
      - MYC hopes to begin using the CORI form in March.
      - Members discussed with A. Calagione MYC's immunity from liability like MRMC.
      - Ethically we want to do due diligence to prevent anyone from overseeing a program who could put the kids at risk.
      - B. Rickert asked if it is possible there could be multiple renters at the same time.
      - MYC cannot guarantee there is no risk but we can do due diligence.

**Motion:** B. Rickert moved to approve the Milford Youth Commission legal review of the CORI form pending approval of the Legal Department.

**Seconded:** A. Bryan

**Vote:** All in favor by voice vote. None opposed.

**Motion carries:** 7-0

- ii. NON-profit fee waiver - does not include staffing and custodian; need to thank MYC for donation of space and provide documentation of donation to non-profit if for a fundraiser
  - Ms. Ward projected the policy on the screen and reviewed with Board members.

**Motion:** B. Rickert moved to approve formalizing the Non-Profit Fee Waiver Process Policy.

**Seconded:** J. Dulude

**Vote:** All in favor by voice vote. None opposed.

**Motion carries:** 7-0

- b. Current and future rentals/MYC programs:
  - i. MYC Kids Play will begin October 6th; every Tuesday am
    - Working through issues with Joanna's schedule
  - ii. Adult Open Gym and Senior walking beginning in November
    - If not successful, we will close the building (the flyer reads "If no one shows up by a certain time, we'll close the building.")
  - iii. Milford Cheer
    - Amazing 2 nights weekly
  - iv. Aaron Anniballi does basketball rentals.

**Motion:** B. Rickert moved to approve the hire of Aaron Anniballi effective immediately.

**Seconded:** C. Crean

**Vote:** All in favor by voice vote. None opposed.

**Motion carries:** 7-0

- v. Apple Country Music
  - Started on Tuesday a.m.
- vi. FunSoccer
  - Ms. Stienstra does this every Friday for 4 months beginning in December.
- vii. Resource Fair for Wayside Youth
  - Offered in December for the Milford community
- viii. Volleyball
  - Saturday/Sunday running for 4 months. Huge revenue source!
- ix. Milford Softball and Baseball
  - Begins on January 3rd
- x. Michael Lisnow Respite Center
  - Started last week. Will go through the winter season

Beginning in late December we will have a rental every day.  
Mary Pratt rents out the kitchen as well.

7. Other: Next Meeting: Tuesday, November 1 2022 @ 6:15 PM

**Items not reasonably anticipated by the Chair 48 hours in advance of the meeting**

None.

**Motion:** At 7:19 pm, B. Rickert moved to adjourn the meeting.  
**Seconded:** D. Dulude.  
**Vote:** All in favor by voice vote. None opposed.  
**Motion carries:** 7-0

Respectfully submitted,

Dale Michaud  
Recording Secretary

*The listing of matters above are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items may be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.*

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Brendan Rickert

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Dated

**Agenda Packet**

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|---|---|
| ➤ Youth Attendance Report                   | ➤ November Book Club flyer                |
| ➤ Milford Youth Commission Minutes, 8/16/22 | ➤ Social Emotional Learning sign-up flyer |
| ➤ October Calendar                          | ➤ Adult Open Gym flyer                    |
| ➤ 10/28/22 Friday Fright Night flyer        | ➤ DoubleTree OctoberFest flyer            |
| ➤ MYC Fright Night, Kids Zone flyer         | ➤ Nutriforia Fundraiser flyer             |
| ➤ Kids Play, Thursdays flyer                | ➤ Grant Award Letter, Board of the Health |
| ➤ Give Kids the Arts flyer                  | Foundation of Central Mass                |
| ➤ Milford TV at the MYC flyer               | ➤ Milford Youth Center CORI Policy        |
| ➤ LifeSkills at the MYC flyer               | ➤ Non-Profit Fee Waiver Policy            |