



TOWN OF MILFORD, MASSACHUSETTS
MILFORD YOUTH CENTER
MILFORD YOUTH COMMISSION
24 Pearl St., Milford, MA 01757
(508) 473-1756 Phone
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Location: Milford Youth Center - Conference Room, 2nd Floor

In-Person Meeting

Date: July 11, 2023

Time: 6:30 pm

Members Present: Chair, Brendan Rickert, Ariea Bryan, Jonathan Capece, Christine Crean, Darlene Dulude, John Dulude, William Farrell, Gail Jussaume, Jason Vaz

Members Absent: Vice-Chair, Stacy Darling; Chuck Calagione, Steve Sousa

Staff Present: Dale Michaud, Jen Ward

Guests Present: David Levine

Call to Order

At 6:36 pm, Chair Rickert called the meeting to order and performed the roll call.

A. Invitation to Speak: None.

B. New Business

1. Welcome new Board Members: Gail Jussaume, Jonathan Capece and William Farrell
2. Approve Meeting Minutes: 6/13/23 attached

Motion: **C. Crean moved to approve meeting minutes of 6/13/23.**

Seconded: D. Dulude

Vote: J. Caprece, aye; C. Crean, aye; D. Dulude, aye; J. Dulude, aye;
W. Farrell, aye; G. Jussaume, aye; B. Rickert, aye; J. Vaz, aye.
Unanimously approved.

Motion Carries: **8-0**

3. Fund Balance as of 6/30/23: \$ 77,353.08

J. Ward explained the various account types to new board members.

4. Signing of warrants:

- i. 23-50 Maintenance Account for \$524.00 - Monthly fish tank maintenance; purchased new lighting for flower and Tower garden.
- ii. 23-51 Maintenance Account for \$22.76 - Refillable water bubble
- iii. 23-51 Revolving Account for \$923.90 - Kimball Farm summer field trip, new plaques in the hallway
- iv. 23-52 Revolving Account for \$75.50 - End of the year Pizza Party for volunteers
- v. 24-02 Revolving Account for \$2,240.50 - Imprint Graphics for camp staff and camper shirts and New England Revolution Field Trip
- vi. 24-02 Maintenance Account for \$5,536.00 - Install of smart 85" TV for Movie Room to be used for YouthWorks programming every Wednesday, Friday movie days and presentations

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At 6:46 pm, Ariae Bryan joined the meeting via telephone.

Members discussed the purchasing limitations of the MYC Director. The Director has authority to make purchases less than \$10,000.

Motion:

B. Rickert moved to approve signing the following warrants:

23-50 Maintenance Account for \$524.00	23-52 Revolving Account for \$75.50
23-51 Maintenance Account for \$22.76	24-02 Revolving Account for \$2,240.50
23-51 Revolving Account for \$923.90	24-02 Maintenance Account for \$5,536.00

Seconded:

C. Crean

Roll-Call Vote:

A. Bryan, aye; J. Caprece, aye; C. Crean, aye; D. Dulude, aye; J. Dulude, aye; W. Farrell, aye; G. Jussaume, aye; B. Rickert, aye; J. Vaz, aye.
Unanimously approved.

Motion Carries:

9-0

5. Reorganization vote

Motion:

G. Jussaume moved to nominate Brendan Rickert as Chair and Stacey Darling as Vice-Chair.

Seconded:

D. Dulude

Roll-Call Vote:

Unanimously approved.

Motion Carries:

9-0

6. Tentative dates for FY 24 monthly meeting dates:

- i. Tuesday, August 8th at 6:30 pm
- ii. School year?

Members agreed to the 6:30 pm meeting time for the rest of the calendar year on the second Tuesday of the month. Town web site will be updated to reflect the new time.

C. Director's Report:

1. After School Program:

- a. End of Year Party a HUGE success - 121 in attendance!

The water jumpee was used for the first time. Three \$500 Sandra Caproni Fellowship Scholarships were awarded by former MYC Board member, S. Caproni, to graduating seniors followed by a dance group performance recorded by Milford TV. The party included lawn games, face painting, and snow cones.

E. Stienstra was absent from the MYC Board meeting as she has been working until 7:30 pm for the Summer Camp.

- b. Attendance, dinner and snack numbers: June 2023 – see attachment

2. Summer Camp registrations closed:

- a. 101 campers!
 - Summer Camp enrollment was 101 campers with 14 extra enrollees accepted.

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- Campers went to Goldfish Swim School. Hopefully, the Town Pool will be completed before next summer.
 - The Town Pool is for community use, school use as well as the MYC.
 - MYC can secure its own grants which is financially advantageous.
 - The cap for swimmers to travel to the pool increased from 60 to 70 due to last year's wait list.
 - The school's Summer Camp is capped at 300 and does not include field trips.
 - MYC is limited to children of ages 8 to 14. MYC is a community partner.
- b. Milford Federal Bank Food Drive Collection!
J. Ward explained this is a collaboration with MYC for the bank to collect snack items at their site over the weekend then deliver items to MYC every other Thursday. Summer Camp enrollees enjoy free breakfast and lunch during the summer. The After School program provides free dinner and snack. Free Friday Grocery Pick-up is available during the school year from Lovin' Spoonfuls with on-line registration.
- c. YMCA Mobile Food Pantry continues!
This monthly program delivers one paper bag per family to the parking lot across from the MYC on Tuesday between 3:30-5:00 pm.
3. Building Updates:
- a. Renovation litigation: Waiting on options from consultant
There are no updates at this time.
- Members explained the renovation need and litigation to new Board members.
See Meeting Minutes for previous meetings.
- FinCom suggested moving forward with the renovation and the money will be recovered through the litigation process.
- b. Music/Multipurpose Media Center – State Rep. Brian Murray secured \$60K State earmark and, therefore, passed over Town Meeting Article; secured in the House budget and now in the Conference Committee review stage.
- c. New TV and Sound Bar in Movie Room
The contractor recommends including a built-in projector with screen and a connected sound system. The equipment will be used by local businesses for the weekly jobs presentation as well as the Friday Movie Day for MYC participants.
- d. Shower in Bathroom – key access
A drop sink used for janitorial use was moved to the Boiler room. Utilizing existing plumbing, a shower was installed in the bathroom. Funds from the Maintenance budget were used.
- e. TBD – TV and camera system in Board Room

Trash was left after a Board meeting. Members discussed installing a smart television and camera in the Board Room such as do exist in other Town buildings for Board meetings. The Town has applied for a Community Block grant for the Town Park and includes \$5,000 for MYC renovation such as this item.

- f. Future – cameras at basketball courts (work with IT department)
B. Rickert is working with the IT department.

4. Donation/Grant Updates:

- a. See newsletter for monthly updates for misc. donations: <https://conta.cc/3XAmcDI>
- b. D. Dulude spent 6 weeks preparing gifts for golf tournament as well as next year's.
- c. YouthWorks Program Up and Running – 30 youth at 11 locations!
 - This is the third year securing State funding for income eligible kids over the summer - \$80,000 thus far and \$100,000 by the end of year. MYC will have about \$300,000 for the After School program this year.
 - MYC has 29 youth workers who help with facilities, at the laundromat, with nutrition, at the Town Hall, and in the Health Dept. It's a win win situation! Kids get paid, gain job skills, secure career readiness, and meet with employers every Wednesday. MYC is very proud of the program.
- d. AmeriCorps position – Iliana accepted one of the positions!
We hope another staff member will apply for the 10 month grant funded position.
 - The Town supported one AmeriCorps member as a front-desk person. The Board approved two AmeriCorps members. MYC pays \$15,000 for a full time AmeriCorps member for 10 months funded from \$19,000 raised at the Golf Tournament. Since the Covid-19 pandemic, MYC has not had a full time person. We need a second person next year to coverage overlap. MYC will fund the second person from the Revolving account. Coverage is needed from 10 am -10pm for thousands of registration forms, and phone calls.

Other Events/Programs:

- e. Nutriforia Nutrition Fundraiser for MYC - Friday, July 21st, 8:00am – 3:00pm
They've collaborated with MYC the past two summers. MYC kids will give back.

Shaw's Supermarket will have a give back program donating \$1 to MYC for every grocery bag purchased.

- f. CraftRoots Fundraiser - Friday, September 15, 2023 – Met with new owners 7/5/23 – tickets will start being sold next month!

This has been an annual fundraiser for the past 5 years. Owners of this family-run business want to give back to the community without return. There will be a Barbecue Fundraiser. MYC will net about \$10,000 for raffle sales with potentially \$2,000 in donations.

Members discussed involving MYC kids in fundraising by doing laps around the Gym.

5. Rentals:

- a. Current and future rentals/MYC programs: <https://tinyurl.com/MYCrentals>
- b. Summer Senior Walking on Mondays! Seven to 8 people are participating.
- c. Summer Open Gym Flier – see attached
Pickleball on Wednesday evening; Adult Open Gym on Tuesday evening
- d. MassHire Job Fair results:
 - i. Fifty percent of job seekers get an interview and 20% get hired
This is funded through a YouthWorks grant through the State.
 - ii. Our event results will be shared soon – 27 companies and 84 attendees
We couldn't find parking as there were so many people.
 - iii. Working on October Job Fair!

6. Marketing & Communications Assistant posting?

- a. Grade 1, step 1 - \$23.11/hr.
J. Ward and E. Stienstra prepare newsletters and maintain the MYC web site. They don't have time to do Marketing.
 - The 10-hour weekly position would cost approximately \$12,000 annually.
 - Members discussed the job responsibilities and trajectory of future responsibility.
Web site design could cost \$50 per hour. The Town uses the CivicsPlus platform for government agencies.

Motion: **B. Rickert moved to post the Marketing & Communications Assistant position at Grade 1, Step 1 for \$23.11 per hour.**

Seconded: **C. Crean**

Roll-Call Vote: Unanimously approved.

Motion Carries: **9-0**

b. Ideas:

- i. Annual Report
MYC is allowed one page for the Town Report which doesn't give a real picture. Other organizations have a full color brochure which is a resource to raise funds.
- ii. Sponsorship opportunities flier/pamphlet
A resource at Whitinsville Community Center has shared how MYC can set up sponsorship opportunities without constantly reaching out through fundraisers.

Central One Bank will permanently sponsor the MYC Golf Tournament for \$5,000.

Members discussed using the MYC projector and screen for two Friday night game watch events for kids under the age of 18:

- Charge \$1 for the pre-event
- Evening MYC staffing would be a challenge
- Potentially Friday, 7/21 and 8/1

iii. Website update

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J. Ward and E. Stienstra prepare newsletters and maintain the MYC web site

7. Vacations:
 - a. Emily: 7/24-7/28
8. Upcoming Meeting: Tuesday, August 8th, 2023 @ 6:30

Members discussed two MYC participants have been hit by cars in the Pearl Street crosswalk.

- Over the years, the MYC Director has contacted the former Police Chief, Town Administrators, the Select Board, and Town Counsel without much feedback or resolution. State Representative, Brian Murray has initiated dialogue.
- The issue is not within the purview of the Milford Youth Commission or Board.
 - MYC has proposed options such as a speed hump, additional stop sign, a posted speed limit sign, a School Zone posted sign, or a blinking light.
 - The Police Department has to operate a blinking light and it's not in their budget.
- Members discussed holding a fundraiser for blinking lights.

Members discussed that the school vans are available for MYC use.

Motion: B. Rickert moved to adjourn the meeting at 7:38 pm.
Seconded: G. Jussaume
Roll-Call Vote: Unanimously approved
Motion Carries: 9-0

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.

Respectfully submitted,

Dale Michaud
Recording Secretary

Name

Date

Documents Used

- MYC Agenda 7/11/23
- MYC Meeting Minutes 6/13/23
- MYC Funds Report
- YouthWorks Summer Employment
- After-School, Snack and Dinner Program
- MYC July Calendar
- All Monthly Program Flyers
- MassHire Job Fair