



**TOWN OF MILFORD, MASSACHUSETTS**  
**MILFORD YOUTH CENTER**  
MILFORD YOUTH COMMISSION  
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**Milford Youth Commission NOTICE OF MEETING**

**In-Person Meeting**

**Date: April 29th**

**Time: 5:30 pm**

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

**In attendance-** Brendan Rickert, Ariea Bryan, Sandy Caproni, Darlene Dulude, Jay Vaz, John Dulude

**By Phone-** Stacy Darling

**MYC staff-** Jen Ward

**Brendan Rickert motions to start meeting, Ariea Bryan seconds, all in favor- voice vote- 5:31pm**

**A.) New Business**

**1. Accept Resignation from Assistant Director**

Brendan Rickert read separation letter

Sandy Caproni- is there anything he hasn't returned?

Jen Ward- everything besides clothing which we don't need back

Brendan motions to accept resignation, Sandy Caproni seconds- all in favor voice vote.

**2. Discuss promotion of Program Coordinator to Assistant Director**

Brendan Rickert- We have discussed with HR and Kristin would approve, Jen what are your thoughts?

Jen Ward- I would 100% support this, Emily is a great fit.

Sandy Caproni- How does she feel about staying for at least a little bit longer?

Jen- We've talked about it and she wants to stay for the foreseeable future

John Dulude- I had the pleasure of working with Emily over the weekend, she would be a wonderful fit.

Brendan motions to offer the position to Emily Stienstra at a rate of \$28.42/hr, Darlene Dulude seconds, all in favor- voice vote

**3. Post job for either Assistant Director or Program Coordinator**

Brendan Rickert- with the position of Assistant Director being filled pending Emily's acceptance, we now need to fill the Program Coordinator position.

Jen Ward- I want to personally thank Jay for filling in since the departure. He has helped immensely.

Brendan motions to post the position of Program Coordinator at a rate of \$22.74/hr, Ariea Bryan seconds, all in favor voice vote.

**Brendan Rickert motions to adjourn the meeting, John Dulude seconds, all in favor, voice vote. Meeting ends 6:05pm**