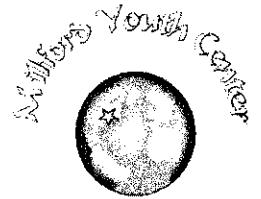


**TOWN OF MILFORD, MASSACHUSETTS  
MILFORD YOUTH CENTER  
MILFORD YOUTH COMMISSION  
24 Pearl St., Milford, MA 01757  
(508) 473-1756 Phone  
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**Milford Youth Commission Minutes  
February 13, 2012**

**Members Present:** Mike Walsh, Sidney De Jesus, Amy Tamagni, Susan Salamone, Fran Trafecante, Chuck Calagione, and Sandra Caproni

**Members Absent:** Steve Manguso and Paul Seaver

- Meeting called to order.
- Motion by Susie to accept the January 9, 2012 minutes. This motion was seconded by Mike and unanimously approved.
- Amy reported there is almost \$20,800 in the revolving account. Monthly reports continue to be reconciled with the town accountant by the end of the month.
- Sidney provided this month's warrants which were reviewed and signed by a majority of the Youth Commission members. He met with Comcast earlier that day, and they have proposed bundling our phone and cable bills which would result in monthly savings. He will be following up.
- Sidney reported he replaced the locks at the Youth Center to increase security. There are currently three sets of keys held by Sidney, Joe Graziano and Jen Ward.
- Amy is putting together a binder which will include all of the program's policies and procedures. This binder will include information such as the monthly financial reports, State Ethics information and tests, meeting minutes, rental agreements, and staff policies. Amy will bring these policies to our next meeting for review and approval.

- Fran reported he went to the Boys and Girls Club of Marlboro to look at their rental agreements. He also contacted the Hudson Boys and Girls Club. Both program reported they rent their gym for \$75.00 per hour. The programs do not use a different rate structure for profit or nonprofit groups; the same rate applies. Commission member discussed charging \$35.00 per section with a discounted hourly rate of \$100.00 to rent the total gym. Also discussed possibly charging nonprofits groups \$25.00. Amy will be drafting a rental agreement policy which she will bring to the next meeting for review and approval.
- Sidney has been in contact with Paul Mina from the United Way to discuss additional funding to hire much needed program staff. At this point Sidney is the only staff member working with up to 170 youth daily in the program. He has volunteers helping to provide coverage, but depending solely on volunteers can be unreliable. Sidney proposed reinstating Joe Graziano and Jen Ward at a rate of \$11.55 per hour with a maximum of 15 hours each per week. Jen would be available to provide coverage from 3 pm to 6 pm for the after school program when attendance is high; Joe will provide evening and weekend coverage. Commission member discussed the impact of this additional expense on the budget. The additional cost per person is \$173.25 per week; \$346.50 total weekly cost. We discussed the need for supervision to ensure youth safety which is a priority. Motion by Sandra to approve reinstatement of Jen and Joe for 15 hours each per week at a rate of \$11.55 per hour. Motion was seconded by Fran and unanimously approved.
- Sidney provided an update on the St. Patrick's Day fundraiser which will be held on March 17, 2012. He has printed 300 tickets, reserved the food, received a few raffle items, and secured the permit. We will have a 50/50 raffle and use the same floor plan as last year.
- We discussed other fundraising ideas. Chuck will contact Senator Moore to request a copy of the monthly grant announcements. Sidney will follow up with Rep. John Fernandes to also request this information.
- Chuck presented the idea of coordinating a volunteer snow shoveling project for the Senior Center. He will be gathering more information and presenting this at a future meeting.
- Next meeting Monday March 12, 2012 at 7 pm.
- Motion to adjourn made by Amy, seconded by Mike and unanimously agreed.

Respectfully Submitted,

Sandra Caproni

*Sandra Caproni*

*Amy Jamison*  
*Sidney*

*James Salamae*  
*Mike*  
*Joe Calazone*