

**Personnel Action Committee**

Minutes for meeting date 11/04/2021 Meeting at City Hall - Starting time 6:30pm

Committee Members – Cindy Harris, chair (present), Ralph Figy (present), Richard Sullivan (present)

Meeting opened at 6:30pm, recessed for 2 minutes for member R. Sullivan to complete non-meeting related business. Then meeting resumed.

The Law Dept. has requested we ask if anyone is recording or live streaming this meeting – none.

We have 2 agenda items tonight.

**Agenda Item #1**

*Submitting the appointment of Jay Ducharme, 265 Western Ave, as a member of the Cultural Council for a term to expire the first Monday of October 2024.*

Discussion:

Jay Ducharme attended the meeting. He believes he would be a good addition to the Cultural Council and is looking forward to giving back to our Community in this way.

He has an extensive background in the Arts. Academically, he has a B.A. from UMASS and an M.F.A in Theater Directing from the University of Mississippi. He has composed volumes of music, write music scores for theater productions, produced nine albums of original music and has written soundtracks for videos for local filmmakers.

He was on the Board of the Westfield Theater Group for years and been part of ArtWorks of Westfield. He designed and maintained websites for the Greater Westfield choral Association of which he is currently the President. He is creating a scale model of Mountain Park for Holyoke's Heritage Park being a member of the Board of Directors of the Holyoke Merry-Go-Round.

In addition he was a Professor of Electronic Media at Holyoke Community College for 20 year teaching digital image production, multimedia design, audio production, video production and animation. His years of critiquing student work and his years in the Arts arena would be of benefit to our Cultural Council when determining applicants' suitability in receiving Grant Money.

Motion to approve appointment made by Councilor Figy, 2<sup>nd</sup> by Councilor Sullivan.

All those in favor – Chair/Councilor Harris – Yes

Councilor Figy – Yes

Councilor Sullivan – Yes

Motion passes on a 3-0 Vote

**Agenda Item #2**

*Submitting the reappointment of William Porter, 11 Lowell Avenue, as a member of the Community Preservation Committee, for a term to expire the first Monday of July, 2023.*

Discussion:

He was first appointed to this important Committee in October 2010. He is looking forward to continuing to serve our Citizens in this capacity. His expertise in all things involving Preservation is reflected in his very relevant background.

Since 2004 he has been employed by the U.S. Fish and Wildlife Service in Hadley, MA as the Branch Chief, Realty Management, National Wildlife Refuge System, Division of Realty. He is responsible for staff supervision and management of the Land Acquisition Program in

Regions. He assists in the Budget preparation, developing and maintaining partner relations and matters relating to real property administration.

Prior to that he was still involved in the U.S. Fish and Wildlife Service as Lead Appraiser, Division of Realty responsible for real estate appraisals for Land Acquisition then directing the Regional Appraisal Section to include real estate appraisal contracting and appraisal review, and also was the Lead Appraiser responsible for Appraisal contracting and appraisal review in support of the U.S. Department of Interior Land Acquisition Programs.

He has a B.S. in Plant and Soil Science from UMASS and is an active and valued member of our Community Preservation Committee.

Motion to approve the reappointment made by Councilor Sullivan, 2<sup>nd</sup> by Councilor Figy.

All those in favor – Chair/Councilor Harris – Yes  
Councilor Figy – Yes  
Councilor Sullivan – Yes  
Motion passes on a 3-0 Vote

Motion to approve the minutes for this meeting made by Councilor Figy  
2<sup>nd</sup> by Councilor Sullivan.

Chair - All those if favor – Chair/Councilor Harris – Yes  
Councilor Figy – Yes  
Councilor Sullivan – Yes  
Motion passes on a 3-0 Vote.

Motion to adjourn by Councilor Figy, 2<sup>nd</sup> by Councilor Sullivan

Chair - All in favor – Chair/Councilor Harris – Yes  
Councilor Figy – Yes  
Councilor Sullivan – Yes  
Motion passes on a 3-0 Vote.

Meeting adjourned at 6:50PM

Minutes submitted by Cindy Harris, Chair 11/5/2021