



Department of Veteran Services

294 Main Street • Greenfield, MA 01301

Phone 413-772-1571 • Fax 413-772-1401

www.greenfield-ma.gov

Christopher Demars, Director

Laura Thorne, Assistant

Stacey Geneczko, Deputy Director

Clint Read, VSO

UPPER PIONEER VALLEY VETERANS' SERVICES DISTRICT

Veteran Resource and Referral Center located in Greenfield, satellite locations throughout the district

Upper Pioneer Valley Veterans' Services District (UPVVSD) Advisory Board Meeting

Date: Tuesday October 6, 2026

Time: 5:00 PM

Location: 294 Main Street, Greenfield, MA 01301

Member Towns

Ashfield

Bernardston

Buckland

Charlemont

Colrain

Conway

Deerfield

Erving

Gill

Greenfield

Hawley

Heath

Leverett

Leyden

Monroe

Montague

New Salem

Northfield

Plainfield

Rowe

Shelburne

Shutesbury

Sunderland

Warwick

Wendell

Whately

The City of Greenfield currently does not provide translation services; members of the public may bring/utilize their own translator. For disability accommodations or meeting records, please reach out to the staff contact Chris Demars, 413-772-1571.

Chairperson's Statement - This meeting is not being recorded by UPVVSD Advisory Board. If any other person's present are recording this meeting, you must notify the chairperson at this time.

Call to Order: Chairman Dennis Brennan

Roll Call of Members: Members Call out Names and Towns they represent

Prior Meeting Minutes: (January 9, 2024): Motion to approve minutes. October 7, 2025, and January 6, 2026 meetings did not meet Quorum

New Business:

- New Employee Clint Read Marine Veteran Completed his National Service Officer Training.
- Service Officers (NAVSCO) and the Executive Office of Veterans' Services (EOVS)
- 2027 New Line Item for VetraSpec Software about \$1500 a year
- Health Insurance jumped 19% for Calendar Year 2027
- Move elections to after Fiscal Year 2027 starts to the October Meetings
- Elections if movement to October meetings are accepted
- Possible move to new office location lease expires spring of 2027

Old Business:

- 2026 budget shortfalls/credits address in new budget

Next Meeting:

- Discussion of possible dates for next meeting

Adjournment:

- Close of the meeting

EXECUTIVE SESSION MAY BE CALLED

**Please note that the list of topics was comprehensive at the time of posting, however, the public body may consider and take action on unforeseen matters not specifically named in this notice. Posted in accordance with M.G.L. c 30A § 18-25.*



*The Town of Greenfield is an Affirmative Action/Equal Opportunity Employer,
a designated Green Community and a recipient of the "Leading by Example" Award*



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January 9 2024, 2024 UPVSD Advisory Board Meeting Minutes

January 6 2024 Meeting was postponed to Jan 9 due to weather.

Meeting called to order at 1800 by Chairman Denis Brennan, 11 members reported to fill quorum

Towns Present: Ashfield, Bernardston, Conway, Gill, Greenfield, Heath, Leverett, Montague, Northfield, Shelburne, Shutesbury

Approval of prior meeting Minutes: (Oct 2023) motion presented by town of Shutesbury, seconded by Town of Conway, vote passed unanimously.

Old business: Chris Demars presented the district budget to include an explanation of the indirect costs. Motion presented by town of Leverett to accept the 2025 Upper Pioneer Valley District Budget, seconded by town of Ashfield, vote passed unanimously.

-Reminder that Memorial Day flag order was sent to district towns and awaiting response for quantities needed by towns.

New Business: Chris Demars, Stacey Geneczko and Jeffrey Cochran are all now nationally certified Veteran Service Officers with the National Association of County Veteran Service Officers and on the VA VSO accreditation page.

-Requested Outreach ideas for the District.

-Letters and Municipal Agreements will be sent to all the towns in the district as our recertification to stay a district expires 6/30/2024

- Towns need to update the website link for their Veterans Services due to the City of Greenfield changing websites

-Board positions were voted on unanimously for Dennis Brennan as Chair, Joshua Anderson as Vice Chair and Michael Aldrich as Secretary.

-Motion to approve new business by Shutesbury, seconded by Heath, vote passes unanimously

-Next meeting date set for September 10, 2024 at 6pm at the UPVSD offices

-Motion to adjourn at 1830 by Heath, seconded by Bernardston, meeting adjourned



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Duties of the Officers

Chair: The chair shall convene regularly scheduled board meetings, preside or arrange for other members of the executive committee to preside at each meeting in the following order: vice-chair, and secretary. Additional duties are listed below.

- Oversee board meetings.
- Work in partnership with the director of the UPVVSD to make sure board resolutions are carried out.
- Call special meetings as necessary.
- Assist the UPVVSD director in preparing agenda for board meetings.
- Assist the UPVVSD in conducting new board member orientation.
- Coordinate director's annual performance evaluation.
- Work with member communities to recruit new board members when needed.
- Act as an alternate spokesperson for the UPVVSD.

Vice Chair: The vice chair shall chair committees on special subjects as designated by the board. Other duties are as follows.

- Attend all board meetings.
- Carry out special assignments as requested by the board chair.
- Understand the responsibilities of the board chair and be able to perform these duties in the chair's absence.
- Participate as a vital part of the board leadership.

Secretary: The secretary shall be responsible for keeping records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each board member, and assuring that corporate records are maintained. These duties will be assisted with the help of the UPVVSD staff. Other duties performed by the secretary include the following:

- Attend all board meetings.
- Maintain all board records and ensure their accuracy and safety.
- Review board minutes.
- Assume responsibilities of the chair in the absence of the board chair, and vice chair.