

Town of Acton
Town Hall Room 121
Volunteer Coordinating Committee
July 9, 2018 Minutes for Meeting

Committee Members in Attendance:

Gregory Hutchins
Jennifer Querbes
Hart Millett
Fang Yang

Committee Members Absent:

Xuan Kong

Board of Selectmen Liaison in attendance:

Peter Berry

Meeting called to order at 7:05 pm

-Motion to approve the minutes for June 25, 2018. Motion passed unanimously.

-Discussion regarding recent appointments and resignations

-Update on new application form progress

-Include new instructions on downloading, saving, and sending file to manager

-Hart, with assistance from Greg, will create the fillable form

Interview:

Samuel Appleton for Zoning Board of Appeals:

-Acton resident for approximately forty years

-Saw opening and wanted to contribute to the town

-Worked for Household Goods in Acton, Habitat for Humanity, Community Supper in Acton

-Mr. Appleton feels he can bring impartiality, compassion, and technical skills to the position

-BS EE (electrical engineering), MBA (finance)

-No apparent conflict of interest: Mr. Appleton has indicated that neither he nor any acquaintances have had dealings with the Zoning Board of Appeals

-Mr. Appleton is retired, so there are no known time constraints

-Mr. Appleton has attended several meetings of the ZBA

Motion to forward Samuel Appleton's name to the Board of Selectmen for consideration to the Zoning Board of Appeals as an associate member. Motion passed unanimously.

VCC met with Peter Berry and discussed pertinent information:

- Meeting with Board of Selectmen on August 6, 2018, to review the memo summarizing the meeting with Marianne Fleckner
- Necessary website updates related to committee vacancies
- Adding statement explaining legal resident requirement for specific boards on the new application
- I-9 form requirement for volunteers came into question by Peter; it applies to paid employees, not volunteers
- Greg expressed concerns with consistency in communication among town committees and office staff, i.e., town clerk sharing relevant information such as committee appointment expirations with newly appointed members

Motion to adjourn the meeting at 8:05 pm. Motion passed unanimously.