

Town of Acton  
Town Hall Room 121  
Volunteer Coordinating Committee  
January 14, 2019  
[Approved on January 28, 2019]

**Committee Members in Attendance:** Gregory Hutchins, Jennifer Querbes, Hart Millett, Xuan Kong

**Committee Members Absent:** Fang Yang

**Meeting called to order at 7:00PM**

**General Business**

- Meeting minutes of December 10, 2018 was approved unanimously.
- Chair gave an update on Committee member appointments made by BOS since last VCC meeting.

**David Manalan for Kelley's Corner Steering Committee**

- Long-term Acton resident and a retired professional.
- Previously served on Sewer Study Committee (1969-70). Currently volunteer for town as a COA driver and AARP tax preparer.
- Attended three Kelley's Corner Steering Committee meetings.
- Knowledgeable about issues /problems around Kelley's corner.
- Mr. Manalan disclosed that his house is about ¼ miles away from Kelley's corner.

Motion to forward David Manalan's name to the Board of Selectmen for further consideration to appoint as an associate member of Kelley's Corner Steering Committee. Motion passed unanimously.

**R. Scott Robb for Zoning Board of Appeals**

- Attended ZBA meeting once.
- Volunteered at various local organizations.
- Long-term Acton resident.
- Employed full-time with an MBA degree.
- Interested in "giving back" to community with available time and effort.

Motion to forward R. Scott Robb's name to the Board of Selectmen for further consideration to appoint as a member of Zoning Board of Appeals. Motion passed unanimously.

**Other Business**

Members of VCC thanked Jennifer Querbes for her three-year service and contributions to the Committee.

Motion to adjourn the meeting at 8:25PM. Motion passed unanimously.