

**Volunteer Coordinating Committee Meeting
First Floor Conference Room
Town Hall
Friday, November 14, 2014 – 9:30 a.m.**

Present: Patricia Carluccio, Chair; Carol Amick; Joseph Piantedosi and Selectmen
Liaison Caroline Fedele

Also Present: Administrative Assistant Colleen Doyle

1. Call to Order

Chair Carluccio called the meeting to order at 9:33 a.m.

2. Minutes of September 11, 2014

Ms. Amick made a motion to approve the minutes of September 11, 2014 as amended. Ms. Carluccio seconded the motion.

The motion passed 3-0-0.

Mr. Piantedosi made a motion to approve the minutes of October 10, 2014 as amended. Ms. Amick seconded the motion.

The motion passed 3-0-0.

3. Old Business

- a) Reports on contacts made to potential appointees and review of Vacancy Worksheet with possible recommendations for filling various vacancies.

Affirmative Action Monitoring Committee (AAMC): It was reported that the Selectmen accepted the Volunteer Coordinating Committee (VCC) recommendations to eliminate this committee and transfer its functions to the Selectmen, but the committee won't officially be eliminated until the Town's Affirmative Action Plan is updated.

Arbor Resources Committee (BARC): There is one vacancy and no applicants.

Depot Park Advisory Committee (DPAC): Mr. Piantedosi reported that Robert Froehlich did attend the last DPAC meeting and is interested. Stuart Trout is planning to attend the next meeting and will submit a Volunteer Questionnaire. There is no urgent need to fill this vacancy and the VCC decided to postpone any recommendations until the next meeting.

Ms. Amick emailed Robert Santamaria with information about openings on other committees but has not heard back from him. Mr. Piantedosi contacted John Carbone but has not heard back either.

Historic District Commission (HDC): Ms. Amick emailed David Goldbaum to inquire whether he was interested in HDC or HPC but did not hear back from him and was unable to reach him by telephone.

Ms. Amick contacted Robert Dorer, Robert Santamaria, Legna Martines, Anne Hebert, Evan Deardorff, Daniel Churella, William Sawyer and John Linz. She believes that John Linz would be the most promising candidate. Evan Deardorff also expressed interest in volunteering for the Public Works Department.

Historic Preservation Commission (HPC): There is one vacancy and no applicants. In contacting the list, above, for the HDC alternate position, Ms. Amick said she also asked these individuals about the HPC.

Transportation Advisory Committee (TAC): There are two vacancies on this committee and one interested candidate who still needs to attend a meeting. Mr. Piantedosi will verify whether Ken Ackerman attended the last meeting.

Youth and Family Services Committee: There is one vacancy on this committee and no applicants.

Ms. Carluccio asked about the opening for Town Historian, as there were two Volunteer Questionnaires (VQs) submitted for this position (Sharon MacDonald and Alethea Yates). Ms. Doyle said the VCC is not involved in filling this position, and she would be setting up interviews for the two candidates.

b) Update: Trails Committee memo – feedback

Ms. Amick reported that Conservation Administrator Elizabeth Bagdonas and Conservation Commission member Steve Hagan said that they had not received the email from Ms. Doyle with the memorandum from the Volunteer Coordinating Committee. Ms. Doyle said she would send the original email again. Ms. Fedele will bring this up at the next Selectmen's meeting on Monday, November 17, 2014.

Ms. Amick emailed the memorandum to the two people who applied for the Trail's Committee and explained why they have not yet heard anything about the vacancy.

It was also noted that the November Special Town Meeting approved the Charter change which would increase the membership of the Volunteer Coordinating Committee. Ms. Amick noted that the change must be voted on at the Town Election in March and then be approved by the Attorney General, and that, consistent with the existing language in the Charter, the VCC does not recommend members to the Selectmen.

c) Update: Publicity for Vacancies

Flyers were passed out at Special Town Meeting and the Pedestrian and Bicycle Master Plan workshop. Ms. Carluccio volunteered to contact the members of the Charter Review Committee now that their charge is complete, to encourage them to consider other committee vacancies.

Ms. Carluccio will draft new publicity for the other four openings.

d) Fincom/ CapEx update regarding “VCC Criteria for Candidates”

Ms. Carluccio plans to meet with the Finance Committee and Capital Expenditure Committee to explain the VCC’s criteria to fill Finance Committee and Capital Expenditure Committee vacancies. She has not heard back from either committee yet concerning when she will be on their agenda.

4. New Business

Mr. Piantedosi suggested scheduling discussion on a draft letter to committee chairs, explaining the VCC “committee liaison”, after the next election.

a) Next meeting

The committee will meet again on Thursday, December 11, 2014 at 9:30 a.m.

Ms. Amick moved to adjourn. Mr. Piantedosi seconded the motion

The motion passed 3-0-0.

The meeting adjourned at 10:28 a.m.