

**Volunteer Coordinating Committee Meeting
First Floor Conference Room
Town Hall
Tuesday, May 8, 2012 - 9:30 a.m.**

Present: Carol Amick, Chair, Patricia Carluccio, Joseph Piantedosi; and Selectmen Liaison Margot Fleischman

Also Present: Patricia Hurd, Administrative Assistant

The meeting was called to order at 9:30 a.m.

The committee welcomed Margot Fleischman to her first VCC meeting as the new Selectmen Liaison. Ms. Fleischman stated that she was delighted to attend and would lend her moral support to the committee.

Minutes

Mr. Piantedosi made a motion to accept the Minutes of April 24, 2012, as amended. Ms. Carluccio seconded the motion. The motion passed 3-0-0.

Old Business

(a) Status – Candidates for Reappointment

Mr. Piantedosi reported that after two attempts, he has been unable to reach Paulette Everitt and will try a third time.

(b) Report from VCC Members

The members updated the status of the names they volunteered to contact.

(c) Status – Email on Town website

Ms. Amick conveyed that the committee discussed having an email address added to their page on the Town's website. The emails would then be forwarded to their private email addresses. If only one link could be established, she would suggest using her email and then would forward all communications to the other VCC members. Ms. Amick also noted that she had spoken to the Town Manager a couple months ago about this concept, and he thought it was do-able, but the IT department would need to work out the details.

Ms. Amick informed Ms. Fleischman that the committee had previously discussed the possibility of consolidating the three housing committees so it would be easier to find volunteers to fill vacancies, but that idea was being delayed until the committee finalizes the reappointments. Ms. Fleischman commented that the Municipal Affordable Housing

Trust was created (upon the dissolution of the Bedford Housing Trust) in order to establish and manage a fund, and make decisions for affordable housing purposes. The other two committees have different charges.

The committee requested that Ms. Hurd try to locate the past minutes of the housing committees, as well as their charges. Ms. Hurd suggested that the committee invite Assistant Town Manager Jessica Porter to the next meeting to ask her questions about the housing committees as she is the Town's liaison. Ms. Fleischman suggested that Ms. Porter also would know how the housing consortium works. Ms. Amick asked to have Ms. Porter gather information for the VCC to review and invite her to a meeting. Mr. Piantedosi offered to call either Zoe Pierce or Irma Carter of the Affordable Housing Committee for their insight. Ms. Amick said she will call Jane Puffer (Fair Housing Committee) and Christina Wilgren (Housing Partnership) to ask them their opinions whether the committees should consolidate. Mr. Piantedosi would like to know the legal requirements or statutes, and how other towns handle affordable housing committees. Ms. Amick wanted to know if Ashby Place housing counted toward the number of affordable units; she was not sure whether affordable senior housing units are counted by the state. Mr. Piantedosi noted that Bedford Village located on Dunster Road does not count toward affordable housing.

New Business

(a) VCC liaison assignments – Members agreed on liaison assignments, as follows:

Affirmative Action Monitoring	Carol
Affordable Housing Committee	Patty
Arbor Resource Committee	Joe
Bicycle Advisory Committee	Patty
Cable TV Committee	Joe
Capital Expenditure Committee	Patty
Community Preservation Committee	Carol
Conservation Commission	Joe
Council on Aging	Joe
Cultural Council	Patty
Depot Park Advisory Committee	Joe
Energy Task Force	Joe
Fair Housing Committee	Patty
Finance Committee	Joe
Historic District Commission	Carol
Historic Preservation Commission	Carol
Housing Partnership	Patty
Land Acquisition Committee	Carol
Municipal Affordable Housing Trust	Patty
Patriotic Holiday Committee	Joe
Petitioners' Advisory Committee	Carol
Recreation Commission	Patty

Sign Bylaw Review committee	Carol
Trails Committee	Patty
Transportation Advisory Committee	Carol
Wilson Mill Park Planning Committee	Patty
Youth & Family Services	Patty
Zoning Board of Appeals	Carol

Ms. Amick said she would contact Planning Board Chair Jon Silver to make an announcement at the upcoming Comprehensive Plan Workshop on May 12th, on behalf of the VCC, to recruit new volunteers. She will also ask Planning Board Administrative Assistant Cathy Silvestrone for a copy of the sign-in sheet from that meeting.

Ms. Fleischman reported that the Selectmen approved the creation of an ad hoc Outdoor Recreational Area Study Committee and distributed copies of the committee's charge. This committee will gather information, ascertain, analyze the needs, and create a five-year course of action for field maintenance, expansion of fields and intervention based upon demand. Ms. Amick noted that the Selectmen authorized this committee due to the failure of the Town Meeting article proposing artificial turf at the high school. Ms. Fleischman stated that the Selectmen refrained from dictating who should be the members of this committee in any way, but the committee will work with the support of the Recreation Department, Public Works Department, and the schools. The Selectmen hoped that committee members will not represent any single issue regarding the fields, but rather all perspectives in producing a good body of work that will help the Town in its decision-making about what to do about the fields. This committee should decide the core users, other demands, adult recreation users, etcetera, with the understanding that the Town needs to make a decision of how much demand the Town can reasonably meet given budget restrictions. The committee will need to visit all fields and identify problems, evaluate field conditions, and create a plan that will maximize the quality of the fields, including an assessment about whether the fields need to be 'rested' from time to time. Ms. Fleischman also noted that the Selectmen want information to enable them to make decisions based on fact. Ms. Fleischman reiterated again that Selectman Rosenberg wanted this committee to be as open as possible and not to exclude anyone from applying.

Mr. Piantedosi commented that, in his view, there needs to be a Memorandum of Understanding between the Town and the schools over the management and use of the "school" fields. He also agreed to serve as the VCC liaison to this new ad hoc committee.

Ms. Amick suggested publicizing the new committee in the *Bedford Minuteman* and on the Town's website. She offered to create the announcement and send it to the other members for their comments.

- (b) Vacancy Worksheet – Because the meeting needed to come to an end shortly, VCC members quickly reviewed their Vacancy Worksheet, updating the "VCC Contact" column and adding names of potential candidates for various vacancies. In discussing the opening on the Cable TV Advisory Committee, a question was raised about Bob Batt's continued interest, as well as whether Brown Pulliam had resigned from that committee. Ms. Amick volunteered to contact these two individuals. She

also said she would call Mary Ellen Carter to ascertain her interest in the new opening on Capital Expenditures.

(c) Report from Pat Hurd.

Pat said all her announcements and comments already had been made.

Next Meeting Date

9:30 a.m., Tuesday, May 22, 2012.

Adjourn

Mr. Piantedosi made a motion to adjourn. Ms. Carluccio seconded the motion. The motion passed 3-0-0.

The meeting adjourned at 11:35 a.m.

Respectfully submitted,

Patricia Hurd
Recording Secretary

Minutes approved as amended May 22, 2012

Record Copy