

## Volunteer Coordinating Committee

Meeting Minutes  
November 19, 2020 7:00 PM  
Webinar: <https://zoom.us/j/97587454141>

**Present:** Gregory Hutchins, Xuan Kong, Hart Millett and Fang Yang

**Absent:** None

**Zoom Technical Support:** Matthew Murphy

### 1. Opening

Chair Hutchins opened the meeting at 7:03PM.  
Mr Millett Joined at 7:10pm.

### 2. Regular Business

- A. Approval of Meeting Minutes – The meeting minutes from the VCC's September 24, 2020 meeting was reviewed. Mr. Kong moved to approve the meeting minutes, Mr. Yang seconded. Mr. Hutchins called roll:  
Mr. Yang – aye  
Mr. Kong – aye  
Mr. Hutchins – aye  
Mr. Millett - absent  
The motion carries.
- B. Update on Committee Openings/Appointments – Mr. Hutchins gave an update on Committee member appointments made by BOS since last VCC meeting, status of pending volunteer applications, and committee/board openings.
- C. Public Comments/citizens concerns - None.
- D. Next meeting – The next meeting has not been scheduled.

### 3. Interviews

#### Hearing on Application by Luisa Callahan for Dog Park Committee (DPC)

- Ms. Callahan said that she liked to be involved in things in town that interested her. She felt DPC was a good fit for her. She has a dog, Yorkie, and wants another dog.
- Ms. Callahan has been a part of the Massachusetts Association of Teachers of Speakers of Other Languages. She also coach teachers and provide professional development. She thinks that she brings organizational skills and implementation skills to DPC.
- Ms. Callahan said that she lived in Acton for 2 years.
- Ms. Callahan has a MA degree in Linguistics.
- Ms. Callahan reported no conflict of interest.
- Ms. Callahan reported that she attended several committee meetings.
- Ms. Callahan reported that she would be able to attend future DPC meetings.
- Ms. Callahan reported that she has attended one town meeting.

Mr. Yang moved to forward Luisa Callahan's name to the Board of Selectmen for further consideration to appoint as a member of the Dog Park Committee. Mr. Millett seconded. Mr. Hutchins called roll:

Mr. Yang – aye  
Mr. Millett – aye  
Mr. Kong – aye  
Mr. Hutchins – aye

The motion carries.

Hearing on Application by Peggy Hebert for Agricultural Commission (AC)

- Ms. Hebert is a lifelong resident of Acton and was born and raised at her family farm. She thinks that AC is a great idea to make people aware that farming is still alive and well in Acton. She said: "we just want to make ourselves known a little bit and kind of make them kind of cooperate if there's issues that they have, they don't like something that's going on. They can always deal with the commission."
- Ms. Hebert reported that she has attended several meetings. She knows all current members.
- Ms. Hebert kept up town affair by attending senior center activities, and town meetings.
- Ms. Hebert reported that she has no conflict of interests.
- Ms. Hebert reported that she would be able to attend future AC meetings.

Mr. Millett moved to forward Peggy Hebert's name to the Board of Selectmen for further consideration to appoint as a member of the Agricultural Commission. Mr. Kong seconded. Mr. Hutchins called roll:

Mr. Kong – aye  
Mr. Millett – aye  
Mr. Yang – aye  
Mr. Hutchins – aye

The motion carries.

Hearing on Application by Zachary Taillefer for Historic District Commission (HDC)

- Mr. Taillefer is a new resident, owning a property within one of the historic districts. He has an interest in the old character of these properties. He wanted to get involved in the new community and thought that joining the HDC would be a good way to serve the community with his shared interest. He thinks that he can streamline documentation for HDC.
- Mr. Taillefer is an Assistant Professor in the Aerospace Engineering Department in WPI.
- Mr. Taillefer reported that he has attended several commission meetings early this year.
- Mr. Taillefer reported that he has no conflict of interests, except he lives in a Historic District.
- Mr. Taillefer reported that he would be able to attend future HDC meetings.

Mr. Kong moved to forward Zachary Taillefer 's name to the Board of Selectmen for further consideration to appoint as a member of the Historic District Commission. Mr. Millett seconded. Mr. Hutchins called roll:

Mr. Millett – aye  
Mr. Kong – aye

Mr. Yang – aye  
Mr. Hutchins – aye  
The motion carries.

#### **4. New/Special Business**

##### Discuss Time Limit on Applications

Mr Kong will draft a document for the next meeting.

#### **5. Adjournment**

At 8:29PM, Mr Kong moved to adjourn the meeting, and Millett seconded. Mr. Hutchins called roll:

Mr. Kong – aye  
Mr. Millett – aye  
Mr. Yang – aye  
Mr. Hutchins – aye

The motion carries.

#### **Documents and Exhibits Used During this Meeting**

- Meeting minutes for September 24, 2020.
- Application of Luisa Callahan.
- Application of Peggy Hebert.
- Application of Zachary Taillefer.