

## **Volunteer Coordinating Committee**

Meeting Minutes

September 25, 2025

7:30PM

Via Zoom Conference Call <https://zoom.us/j/87454124171>

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

**Absent:** None

**Virtual Meeting Coordinator:** Fang Yang

### **1. Opening**

Chair Hutchins opened the meeting at 7:31PM.

### **2. Regular Business**

#### **A. Public Comments/citizens concerns**

None

- B. Approval of Meeting Minutes** – The meeting minutes on July 17, 2025 were reviewed. Mr. Millett moved to approve the meeting minutes and Mr. Hutchins seconded. Chair Hutchins called roll:  
Mr. Hutchins – aye; Mr. Millett – aye; and Mr. Yang – aye.

#### **C. Next Meeting** – TBD.

### **3. New/Special Business**

#### **Discussion on Application by Vladimir Kan for Volunteer Coordinating Committee (VCC)**

- Mr. Kan, a finance director with a municipality, applied for the Volunteer Coordinating Committee (VCC) due to its virtual format, which aligns with his availability. He expressed his interest in contributing to the committee's work and noted his past experience on the Acton Finance Committee. The panel asked about his current residence, voting status, and ability to attend meetings, confirming his remote participation capacity.
- Mr. Kan have been in the municipal world for almost 10 years. He currently works as a finance director for a municipality. Mr. Kan reported that he is a resident of Acton and has a green card.
- Mr. Kan reported that he has no conflict of interest.
- Mr. Kan reported that he has attended a VCC meeting and would be able to attend future meetings regularly via Zoom.

Mr. Yang moved to forward Mr Kan's name to the Select Board for further consideration and appointment as a member of the VCC. Mr. Millett seconded. Chair Hutchins called the roll:  
Mr. Yang – aye; Mr. Millett – aye; and Mr. Hutchins – aye.

#### **Discussion on Application by Nikhil Mani for Land Stewardship Committee (LSC)**

- Mr. Mani lives across from Great Hill, walks there at least twice per week. He has walked around all of the town's conservation lands. He met with Bob (Walton? Mr. Mani did not catch his last name.) on the Nashoba trail who introduced Mr. Mani to

the LSC and invited him to apply for the Land Stewardship. He talked and walked with John Watlington on the Great Hill trails. He also talked with Ian Bergemann who sent him information about LSC. He has been doing some trail cleanup works.

- Mr. Mani has lived in Acton for 20 years. He attended town meetings.
- Mr. Mani reported that he has attended one LSC meeting and planned to attend the next one. He can attend future LSC meetings regularly.
- Mr. Mani reported no conflict of interest.

Mr. Millett moved to forward Nikhil Mani's name to the Select Board for further consideration and appointment as an associate member of the LSC. Mr. Yang seconded this motion. Chair Hutchins called roll:

Mr. Yang – aye; Mr. Millett – aye; and Mr. Hutchins – aye.

#### Discussion on Application by Stephen Spirou for Zoning Board of Appeals (ZBA)

- Mr. Spirou and his wife moved to Acton 3 years ago. They have had their first child here and expect another one in November. His neighbor, Dave Schena, is a member of ZBA, talked a lot about the town and ZBA that eventually led him to apply for the opening on ZBA.
- Mr. Spirou grew up in southern New Hampshire, went to Trinity College in Connecticut. When he graduated there, he got a job in Boston and has been in the area since.
- Mr. Spirou attended one town meeting, gets all the town emails, and reads the town's website.
- Mr. Spirou reported no conflict of interest.
- Mr. Spirou reported that he has attended one ZBA meeting and will be able to attend future meetings regularly.

Mr. Yang moved to forward Mr. Spirou's name to the Select Board for further consideration and appointment as a member of the ZBA. Mr. Millett seconded. Chair Hutchins called the roll:

Mr. Yang – aye; Mr. Millett – aye; and Mr. Hutchins – aye.

#### Discussion on Application by Caroline Hamilton for Historical Commission (HC)

- Ms. Hamilton and her husband moved to West Acton last year. They are very slowly restoring an 1890 farmhouse on Central Street. They love this area and are both very interested in being more involved in the town. As a historian, she has become very interested in the history of the area, and began doing a lot of research into the house. That led her to apply for a historic plaque for the house, and she was very interested in the process and how that worked, so they attended a meeting in July, to petition for that. And it was actually during the meeting that the current committee asked if she would be interested. She thought it would be a really good way of bringing her own expertise, as she works as a curator, and works in museums and archives. She is very familiar with current practices and documentation. She could bring that to the Historical Commission, which does "such great work in preserving Acton" and its surrounds.
- Ms. Hamilton is an Australian and studied in UK before she moved to the US. She reported that she attended one HC meeting and will be able to attend future meetings regularly.
- Ms. Hamilton reported no conflict of interest.

Mr. Yang moved to forward Caroline Hamilton's name to the Select Board for further consideration and appointment as a member of the HC. Mr. Millett seconded. Chair Hutchins called the roll:

Mr. Yang – aye; Mr. Millett – aye; and Mr. Hutchins – aye.

Mr. Yang presented his resignation from VCC in the meeting because his long travel schedule during the winter and the spring. He accepted to stay as an associate member whenever he is available while the VCC needs a quorum.

#### **4. Adjournment**

At 9:05PM

It was moved and seconded to adjourn the meeting. Chair Hutchins called roll:

Mr. Millett – aye.; Mr. Yang – aye; and Mr. Hutchins – aye.

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

- Meeting minutes of July 17, 2025.
- Volunteer Application by Vladimir Kan.
- Volunteer Application by Nikhil Mani.
- Volunteer Application by Nikhil Mani.Stephen Spirou.
- Volunteer Application by Caroline Hamilton.