

Town of Acton  
Town Hall Room 121  
Volunteer Coordinating Committee  
August 28, 2017 Minutes for Meeting

**In attendance:**

Gregory Hutchins  
Charlie Aaronson  
Xuan Kong  
Jennifer Querbes

**Absent:**

Hart Millett

**Board of Selectmen in Attendance:**

Peter Berry

**Motion to call the meeting to order. Meeting called to order at 7:00 pm**

Motion made and seconded to accept the minutes for August 14, 2017. Motion passed unanimously.

Peter Berry addressed VCC questions we sent to the Board of Selectmen regarding the parameters of our committee's scope of responsibility.

- Can we use information garnered from our interviews to determine a candidate is not qualified and should not be considered for a volunteer position?
- Can VCC disqualify an applicant based on our evaluation of an individual? E.G., an individual possesses an opinion strongly in favor of one idea over any others, prior to attending a committee meeting.
- Do we need to re-interview individuals who have served on multiple committees previously?
- Is it within our purview to rank applicants when VCC receives multiple applications in surplus of the number required for a committee to function?
- Who informs applicants who are not accepted to a committee? Is this a Board of Selectmen responsibility? Peter indicated Board of Selectmen generally will inform applicants if they are not accepted.

Peter suggested outlining our concerns to be addressed at an upcoming BOS meeting for discussion.

**David Honn for 53 River Street Master Plan Special Committee**

- Acton resident for ten years, as of now
- Directly abuts 53 River St property; familiar with the area and property
- Serves on Historical District Commission and Design Revision Board; will recuse himself from both boards if accepted to this committee

- Mr. Honn is an architect who feels there is significant historical and environmental aspects of the property that should be taken into consideration; he feels his area of expertise would provide the committee and the project with a well-informed perspective
- Worked with Civil Engineers and landscape architects; Mr. Honn is familiar with the jargon associated with projects of this nature due to his thirty-five years of experience in his field
- Has no specific desire for the property; rather, he would like to see some analysis of the property and proceed from there based on the evaluations and committee members' suggestions

Motion to forward Mr. Honn's name for further consideration for 53 River Street Master Plan Special Committee. Motion passed unanimously.

**Franny Osman has applied for Transportation Advisory Commission and Commission of Disabilities.**

-She previously served as Chair of TAC. She was the Board of Selectmen liaison to Commission of Disabilities.

Motion to forward Franny Osman's name for an associate position on the Commission of Disabilities and a full member of the Transportation Advisory Committee. Motion passed unanimously.

**Former applicants whom we have not have an further communications. Greg has sent follow up emails to determine if applicants want to proceed with pursuing other committees. He will follow up again with phone calls to determine if applicants want to volunteer for other committees.**

Holly Parker  
Gary Simpson  
Chris Williams  
Maria Crowley  
Molly Sparrow  
Kim Kastens- (Charlie will follow up)

Greg will contact Shirley Ming regarding her application and interest in volunteering once Charlie has drafted a response.

**Motion to adjourn at 8:40 pm. Motion passed unanimously.**

**Next Meetings:**

September 11, 2017  
September 25, 2017