

Town of Acton  
Volunteer Coordinating Committee  
Minutes for Meeting, February 22, 2016

**In attendance:**

Charlie Aaronson  
Gregory Hutchins  
Jean Lane  
Peter Ashton  
Hart Millett  
Jennifer Querbes

**Absent:**

Dan Brunelle

The meeting was called to order at 7:00 pm

-Charlie will contact Alma Sandman regarding her appointment for COA. Follow up required to see if she has attended a meeting.

-Reviewed minutes from January 25, 2016. Motion to accept minutes. Minutes accepted unanimously.

-Charlie distributed VCC process packets:

- +Initial application process
- +Meeting protocol and procedures
- +Interested applicant process for application
- +Interview questions
- +Committee master lists 2015-2016

-Interviews and Discussions:

1) **+Doug Herrick for Historical Commission**

- He has attended meetings since March 2015
  - Interested in learning about town/ moved to Acton within last year
  - Get to know residents
  - Works on restoring homes
  - Recently submitted application to formally join commission
- +Charlie described application process and required trainings

2) **+Joe Khurana-** Did not make his appointment. Charlie will connect with him to follow up.

+Motion to forward **Doug Herrick's application** to Board of Selectmen for further consideration. Motion accepted unanimously.

-Discussion of website improvements, ways of attracting more volunteers from the community

-Motion to adjourn. All in favor. Meeting adjourned 7:45