

Volunteer Coordinating Committee Meeting
First Floor Conference Room
Town Hall
Wednesday, September 5, 2012 – 9:30 a.m.

Present: Carol Amick, Chair, Patricia Carluccio, Joseph Piantedosi

Absent: Selectmen Liaison Margot Fleischman

Also Present: Patricia Hurd, Administrative Assistant

The meeting was called to order at 9:35 a.m.

Minutes

Ms. Carluccio made a motion to accept the Minutes of June 14, 2012. Mr. Piantedosi seconded the motion, and it passed, 3-0-0.

Old Business

- 1) Discussion of Capital Expenditure Committee Bylaw Language: History, Intent, Interpretations.

Ms. Amick reminded the committee that, at a previous meeting, they discussed whether language in the Town's Charter and By-Laws prevented any member of the Capital Expenditure Committee (CapEx) from serving on any other board or committee. Ms. Amick and Mr. Piantedosi had volunteered to review the history of the language. Ms. Amick said she learned that the CapEx language was established in the Town Charter of 1974. That Charter contained no limitations on who could serve, and established a seven-person committee. When the Charter and By-Laws were reviewed by a committee in 1997, the size of the CapEx Committee was increased to nine, and term limits of two-years were added (the latter change was made only to the Charter, not to the By-Laws). She added that the punctuation and wording, which some Volunteer Coordinating Committee (VCC) members thought was confusing, is exactly as was adopted in 1997.

Ms. Amick also learned that Town Manager Richard Reed had served on the 1997 review committee, so he was able to relate that committee's institutional knowledge and legislative intent, which was explicitly to prohibit CapEx members from serving on any other Town board or committee. Ms. Amick said she would notify Mary Ellen Carter that she must resign from the Transportation Advisory Committee (TAC); Ms. Hurd noted that, since

Ms. Carter's term on the TAC was ending this year, she would not have to resign; she would just not be reappointed.

Ms. Amick recommended that the VCC should keep a list of items they would like to see amended the next time the Charter and Bylaw Review Committee reconvenes. She added that besides the CapEx language, the issue of combining the three housing committees also should be on that list.

Ms. Amick suggested discussing agenda items 2 and 3 together.

- 2) Reports of contacts made to potential appointees identified from the Second Comprehensive Plan Workshop Attendance List.
- 3) Updates to Vacancy Worksheet and possible recommendations to the Selectmen for filling various vacancies.

Affordable Housing: Ms. Amick reported that she has urged Jean Hammond to attend a housing committee meeting and then send in her Questionnaire. Ms. Carluccio reported that Katherine Moskos has attended meetings, is very interested, and is ready to be interviewed. Mr. Piantedosi reported that Ms. Tillman is interested in the Cable Television Committee and has attended several meetings, but he will check with her to see if she is still has any interest in housing.

Arbor Resources: Ms. Amick noted that Peter Cooper and Suzanne Harrison are not interested in the Arbor Resource Committee at this time; however, Chris Gittins was appointed on June 14th.

Bicycle Advisory: Ms. Amick reported that Jan van Steenwijk may be interested in this committee but not the Historic District Commission (HDC) or Historic Preservation Commission (HPC). Ms. Carluccio noted that besides herself, Chris Marino may be interested in this committee. Ms. Hurd added that she was contacted by Ms. Clem Larson who is interested in this committee and will be sending in a Questionnaire. Ms. Amick reported that she had contacted Birgit DeWeerd and Paul King, but they were not interested at this time.

Cable Television: The committee members agreed that Andreas Uthoff's request to be on the Cable Television Committee gave the appearance of a conflict of interest because he is married to the Cable TV Director. Because of this, the committee was not willing to send him for an interview. Ms. Amick said she would inform Mr. Uthoff of their decision.

Ms. Amick noted that she spoke with Shane O'Neil about the Cable TV Committee and advised him to attend a meeting, but he has not turned in a Questionnaire. Mr. Piantedosi said that, since there are so many interested candidates and the Selectmen determine the number of members of this committee per the Charter and Bylaws, perhaps they will

increase the committee's membership. He intends to discuss this with the committee's chair.

The VCC reviewed the Questionnaires from Scott Counsell, Alicia Tillman, Thomas Judge, William Deen, and Jeff Whiteley and determined that they all would be qualified. Ms. Carluccio moved to submit these names to the Selectmen for interviews for the Cable Television Committee. Mr. Piantedosi seconded the motion. The vote was unanimous, 3-0-0.

Energy Task Force: Noting that Robert Kalantari had submitted his Questionnaire in June, Ms. Amick asked the other VCC members whether they wanted to try to identify other potential candidates, or send Mr. Kalantari's name to the Selectmen for an interview. Mr. Piantedosi made a motion to submit Robert Kalantari's name immediately, rather than wait for other candidates; Ms. Carluccio seconded the motion. The vote was unanimous, 3-0-0.

Fair Housing: Ms. Amick reported that Ann Guay still has not submitted her application for the Fair Housing Committee and that she will contact her again.

HDC/HPC: Ms. Amick called several people, many of whom are involved with the Bedford Historical Society, to see if they would be interested in either the Historic District Commission (HDC) or Historic Preservation Commission (HPC): Jan van Steenwijk, Val Asbedian, Bob Bass, Lee Vorderer, Heather Pullen and David Pullen. None were interested except possibly Val Asbedian, who has been in Maine and she wants to meet with him when he returns. She said she also thought that perhaps Arthur Ellis, Dan Smythe, and Lee Ann Knight might be willing to serve, but has not yet contacted them. Ms. Amick noted that she spoke with the HDC chairman, and learned that that commission already has two members who live in the Historic District, and sometimes they recuse themselves from certain hearings before the HDC, causing a quorum problem. The chairman was concerned that, if more District members were appointed to the HDC, the quorum problem could become even greater. Ms. Amick said that, for this reason, she will not contact Lee Ann Knight at the present time.

Ms. Amick also reported that an HPC member believes her neighbor, Jane Blasi, is willing to serve on the HPC, but has not sent in her Questionnaire. She added that the HPC is desperate for new membership, and has a great difficulty meeting its quorum requirement.

Housing Partnership: Ms. Amick said she would follow up with Suzanne Harrison to see if she is still interested in the Housing Partnership.

Patriotic Holiday: Mr. Piantedosi reported that the Patriotic Holiday Committee has a full complement right now. He plans to draft a new Charter for this committee to make sure that the Veterans Agent automatically becomes a member, and then ask the Selectmen to allow additional members.

Petitioners' Advisory: Mr. Piantedosi noted that he contacted the Petitioners' Advisory Committee to ask how often they met. He also volunteered to contact the Town Moderator to see if she wanted to see something in the Town Warrant to let residents know that they are available. Ms. Hurd offered to ask the Town Manager if this would be possible.

Sign Bylaw: Ms. Amick noted that she will contact Ken Gordon after the primary election to see if he is still interested in serving on the Sign Bylaw Review Committee.

Trails: Mr. Piantedosi reported that James Weissman is very enthusiastic about joining the Trails Committee and that he has attended several meetings. Mr. Piantedosi made a motion to submit James Weissman's name for the Trails Committee. Ms. Carluccio seconded the motion. The motion passed 3-0-0.

Ms. Hurd reported that the Conservation Commission actually votes on the candidates for the Trails Committee since it is their subcommittee. They send a memo to the Selectmen asking for the Selectmen to appoint their choice(s). Mr. Piantedosi made a motion to have the Conservation Commission include in their memo to the Selectmen the VCC's support of James Weissman to the Trails Committee. Ms. Carluccio seconded the motion. The motion passed 3-0-0.

Transportation Advisory: Ms. Amick noted that Jucinda Barbehenn submitted her Questionnaire for the Transportation Advisory Committee and that each member should have received it by email. The committee determined that they would like to send her name to the Selectmen.

Ms. Carluccio made a motion to send Justinda Barbehenn's name to the Selectmen for the Transportation Advisory Committee. Mr. Piantedosi seconded the motion. The motion passed 3-0-0.

Wilson Mill: Ms. Amick noted that Mike Paiva's has been trying to attend a meeting of the Wilson Mill Park Planning Committee, but the last time he showed up, the meeting had been cancelled. The committee asked Ms. Hurd to remind the Town Manager's office to schedule interviews for these two men, whose names had been submitted to the Selectmen on June 14, 2012.

Miscellaneous Names to be Determined: Ms. Carluccio asked Ms. Amick and Mr. Piantedosi to try to get the email addresses of those people – whose names appear at the end of the Vacancy Worksheet as possible candidates – that are listed with only a phone number. She wants to create a database for ease in contacting these residents quarterly to try and spark their interest in volunteering. Ms. Hurd will email Ms. Carluccio the worksheet so she can copy and paste the email addresses already given. Ms. Amick said she would follow up with Julie Turner, and that Legna "Peggy" Martinez might be a good fit on the Sign Bylaw Review Committee or the Transportation Advisory Committee.

The VCC members suggesting removing the following from the "To Be Determined" list for the time being, due to no interest at this time, service already on a town committee, or other schedule commitments: Caroline Larson, Harley Haynes, Ken Larson, Kim Siebert, Maggie Debbie, Mildred Seaborn and Robert Sawyer.

4. Possible Recommendations to Selectmen: (1) Consolidation of 3 housing committees. (2) Appointment of resident aliens to certain committees.

The committee discussed when they would like to have the housing committee come to a VCC meeting to discuss possible merging of some of the housing-related committees. Ms. Carluccio asked for time to get that information to the members so that they can gather input. This would be the first item on the agenda. Ms. Hurd will notify Selectmen Rosenberg and Assistant Town Manager Jessica Porter when the meeting will be so that they can try to attend.

New Business

1. Discussion: On-going Publicity about VCC and Committee Vacancies and Bedford Day.

Bedford Day: The VCC members discussed publicity and the creation of a poster for Bedford Day. Ms. Amick donated the poster board; Ms. Carluccio will design it. Ms. Hurd will contact the Department of Public Works to ask if they will print out the design and ask to use their table/booth for Bedford Day to display the poster. The committee also would like to run off 50 copies of the updated flyer used at Town Meeting. Ms. Hurd will update the flyer and send to Ms. Amick for review.

Publicity: Ms. Amick reminded Ms. Carluccio that she volunteered to call Carlton-Willard Village and the School Department to ask if the VCC can put occasional notices in their newsletters.

Planning Board: Ms. Amick updated the members on the request by the Planning Director for assistance in finding citizens-at-large for their Comprehensive Plan Advisory Committee. It was ultimately determined that, because the Planning Board is an elected board, they could find and appoint their own committee members and that the VCC's services were not required after all.

Annual Report: Ms. Amick noted that she will draft the VCC Annual Report and distribute it to committee members for review before submitting a final copy to the Town Manager's office by September 15th.

Next Meeting Date

Tuesday, October 2, 2012, 9:30 a.m.

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

The meeting adjourned at 11:24 p.m.

Respectfully submitted,

Patricia Hurd
Recording Secretary

Minutes approved as amended October 11, 2012

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