

**Volunteer Coordinating Committee Meeting  
Second Floor Conference Room - Town Hall  
Friday, January 22, 2016 – 8:30 a.m.**

**Present:** Chair Patricia Carluccio; Vice Chair Joseph Piantedosi; Jennifer Kelley and Tim Gray

**Absent:** Carol Amick and Selectmen Liaison Caroline Fedele

**Also Present:** Administrative Assistant Colleen Doyle

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**1. Call to Order**

Chair Carluccio called the meeting to order at 8:41 a.m.

**2. Review Past Meeting Minutes**

The committee decided to review the minutes of November 12, 2015 at the next meeting so that Ms. Amick may propose any amendments.

**3. Old Business**

**a. Review Vacancy Worksheet**

**Arbor Resources Committee (BARC):** There are two vacancies and no applicants for this committee.

Chair Carluccio reported that she spoke with Daniel Missitti about BARC and she is hoping that he will apply. He is a builder in Town and has volunteered on projects with Chair Carluccio before. At those volunteer projects he seemed to be knowledgeable about trees.

Chair Carluccio also stated that Christopher Weisz told her about a friend of his who is an arborist. Carluccio will follow up on this.

Mr. Gray suggested contacting tree companies based in Bedford to see if there is any interest from them. The committee was worried that there may be a conflict of interest depending on the work being discussed.

Mr. Gray stated that he would apply if no one else came forward.

**Cable Television Committee (CATV):** There are two vacancies on this committee and two applicants, Jon O'Connor and Christopher Weisz. Mr. Piantedosi will ask the two candidates if they have attended a meeting.

Mr. Piantedosi spoke with Edward Meffan about this committee and he has attended a meeting. Mr. Meffan would like to attend one more meeting before submitting a Volunteer Questionnaire.

Mr. Piantedosi also reported that he spoke with the CATV chair and he reported that there is not a quorum issue and that he would like to wait for more applicants to apply. He added that the CATV is looking for someone with a financial background.

**Energy Task Force (ETF):** Legna Marinez resigned from the ETF because she moved out of Town. Christine Rabinowitz applied for this committee when there was no vacancy but she has been attending meetings. The ETF chair sent an email endorsing Ms. Rabinowitz as a candidate. They asked that the VCC and Selectmen not wait on appointing a new member. The VCC added that vacancies on this committee are generally hard to fill.

**Ms. Kelley moved to recommend Christine Rabinowitz for an interview with the Selectmen for the Energy Task Force. Mr. Gray seconded the motion.**

**The motion passed 4-0-0.**

**Patriotic Holiday Committee (PHC):** Mr. Piantedosi reported that James Burton was appointed to the PHC as the VFW representative. The Selectmen also approved the updated charge that changed the membership.

There is one at-large member vacancy on the committee but no applicants. Mr. Piantedosi has spoken with a few people about volunteering but there has been no follow up.

**b. Discuss Bedford Cable Interviews of Committee Chairs – Potential Questions, Next Steps**

The committee reviewed the questions that were proposed at the last meeting and agreed that the questions should be kept general to allow for a more casual less scripted interview. Ms. Carluccio and Ms. Kelley reported that they have spoken with almost all their respective committees' chairs and that the chairs seemed in favor of this project being done. The final interviews will be linked to the Town website.

The following questions will be provided to whoever is doing the interview so they have a general idea of what to talk about.

1. **Tell us a bit about your committee?**
2. **Are there any particular types of experience or capabilities you look for in volunteers?**
3. **How often do you meet?**
4. **What town departments or other committees does your committee work or interact with?**
5. **What are some past projects that your committee is proud of?**

**c. Open Discussion**

There was nothing new to discuss.

**4. New Business**

**a. Next Meeting**

The next meeting of the VCC is tentatively scheduled for Friday, February 26, 2016 at 8:30 a.m.

Mr. Piantedosi left at 9:26 a.m.

**Ms. Kelley moved to adjourn. Mr. Gary seconded the motion.**

**The motion passed 3-0-0.**

The meeting adjourned at 9:33 a.m.