

**Volunteer Coordinating Committee Meeting**  
**First Floor Conference Room**  
**Town Hall**  
**Wednesday, August 6, 2014 – 9:30 a.m.**

**Present:** Carol Amick, Joseph Piantedosi and Selectmen Liaison Caroline Fedele

**Absent:** Patricia Carluccio, Chair

**Also Present:** Administrative Assistant Colleen Doyle

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**1. Call to Order**

In Chair Carluccio's absence, Mr. Piantedosi acted as Vice-Chair and called the meeting to order at 9:40 a.m.

**2. Minutes**

After Ms. Amick reviewed her proposed edits, the VCC decided to postpone the approval of the July 10, 2014 minutes so that Ms. Carluccio has the opportunity to make any changes.

**3. Old Business**

a) Reports on contacts made to potential appointees and review of Vacancy Worksheet with possible recommendations for filling various vacancies.

**Arbor Resources Committee (BARC):** There is one vacancy and no applicants. Deborah Leeman expressed interest but would like to settle into her new job before applying for this vacancy. Mr. Piantedosi said he would follow up with her.

**Bedford Housing Partnership:** Because Ms. Carluccio was absent, the status of Tanzania Peele as an applicant was not known.

**Capital Expenditure Committee (CapEx):** The VCC reviewed the candidates on the vacancy worksheet who have previously expressed interest in volunteering on the Capital Expenditure Committee. Ms. Amick believe that Karen Dunne was not interested at this time, but said she would follow up with her. Mr. Piantedosi will contact John Carbone to see if he has finished his master's program and can commit to serving on a committee. Katherine Moskos applied for both the Finance Committee and Capital Expenditure

Committee. She withdrew her name from the Finance Committee so Ms. Amick will follow up with her to see if she is also withdrawing her name from CapEx. Mr. Piantedosi is also going to contact Robert Santamaria to ask him to submit a resume to supplement his VQ and to let him know that CapEx is going to be meeting next on August 20, 2014. Ms. Amick will also contact Kay Hamilton and Myles McDonough as they had previously expressed interest. Mr. Piantedosi will ask Ms. Carluccio to contact Michael Hayes as he indicated that he had served on CapEx in the past.

**Depot Park Advisory Committee:** Mr. Piantedosi reported that Stuart Trout has been unable to attend a meeting but is still interested in serving on the committee. Mr. Piantedosi reported that they are not having a quorum problem so there is no immediate rush to fill the vacancy.

**Finance Committee:** David Powell and Paul Mortenson were interviewed and appointed by the Finance Committee Appointing Authority on Monday, August 4, 2014.

**Historic District Commission (HDC):** The committee has not yet reorganized to move an existing member into the architect or builder vacancy which would allow an associate member to move into a full member at-large vacancy. This would then create an alternate vacancy. The HDC would then notify the Selectmen of the changes so that they could officially appoint the associate member to a full member position.

**Historic Preservation Commission:** There is one vacancy and no applicants. Ms. Amick will send a notice to the Historical Society and to Don Corey asking for volunteers.

**Land Acquisition Committee (LAC):** There is one vacancy on this committee. Richard Torti was interviewed for the Conservation Commission vacancy but was not appointed because he could not attend meetings on Wednesday nights. Ms. Fedele had suggested that he apply to the LAC. The VCC reviewed his VQ but decided to wait until after the new round of publicity about this and other vacancies to see if others apply.

**Petitioners Advisory Committee:** VCC members reviewed the email from the Town Moderator indicating that Walter St. Onge intended to apply for the one vacancy.

**Trails Committee:** There is one vacancy for a bicycle interest which would create eight voting members. Two people have applied for this committee

**Transportation Advisory Committee:** There are two vacancies on this committee and no applicants.

**Youth and Family Services Committee:** There is one vacancy on this committee and no applicants.

**Zoning Board of Appeals:** The Selectmen have already interviewed one candidate and will be interviewing the other two candidates at their August 25, 2014 meeting.

- b) Update: Trails Committee memo – update from Carol re: charge of committee and update from Elizabeth

Ms. Doyle reported that she looked for a charge in the minutes of September 2006 but did not find anything relating to a charge for the Trails Committee. She will look one more time and if a charge cannot be found it will be assumed that one was never drafted. The memo written by Ms. Amick was edited at the previous VCC meeting. Ms. Amick will send this version to the Trails and Conservation Commission for comments and will revise it again.

- c) Update: Publicity for Vacancies

Ms. Amick recommended updating the publicity to single out the vacancy on the Capital Expenditure Committee. Mr. Piantedosi urged that all vacancies be listed, including the Petitioner's Advisory Committee. He volunteered to work with Ms. Doyle on the wording of this. The updated publicity will be sent to the Bedford Minuteman and Bedford Citizen. Mr. Piantedosi will also try to send it the Bedford Patch.

Ms. Amick noted that the Selectmen have not yet discussed eliminating the Affirmative Action Monitoring Committee. Ms. Doyle reported that it was on the list of upcoming agenda items but would not be on agenda until September.

#### **4. New Business**

Ms. Fedele informed the VCC of a request from the Logan Airport Community Advisory Committee seeking a voting representative from the Town of Bedford to serve on the Massport Advisory Committee, a new subcommittee. The letter stated that the representative should be proficient in one of four areas (Airport operations, Environmental Affairs, Labor Relations or Public Health). Ms. Amick said that this committee was not new; it was established many years ago but Bedford has never participated. She explained that the 2013 amendments referenced in the letter to Richard Reed added the Town of Beverly to a long list of towns already part of the Advisory Committee, including Bedford. The 2013 amendments also identified which member communities of the Community Advisory Committee were eligible to represent the Committee as a member of the Massport Board of Directors, (East Boston, South Boston, or Winthrop) authorized the Advisory Committee to hire staff to incur annual expenses, not exceeding \$250,000 to be paid by Massport. Ms. Amick stated that she did not think every member of the Committee needed to have experience in one of the areas, only that the committee must have some members with this experience. Ms.

Amick believes that someone currently serving on HATS or Hanscom Force Advisory Committee would be a good fit as they have experience. The VCC believes that Selectman Rosenberg would be a good fit if he has the time. If not, then Maggie Debbie or Lisa Mustapich would be good alternatives. Ms. Amick suggested that Ms. Doyle contact the Towns of Lexington and Lincoln to find out if they have picked a representative and if they know what the time commitment will be.

a) Next meeting

The committee proposed tentatively meeting on August 28, 2014 and September 11, 2014. Ms. Fedele volunteered to email Ms. Carluccio with these dates.

**Ms. Amick moved to adjourn. Mr. Piantedosi seconded the motion**

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

The meeting adjourned at 10:34 a.m.