

Volunteer Coordinating Committee

Meeting Minutes
September 24, 2020 7:00 PM
Webinar: <https://zoom.us/j/97587454141>

Present: Gregory Hutchins, Xuan Kong, Hart Millett and Fang Yang

Absent: Michael Brandt

Zoom Technical Support: Matthew Murphy

1. Opening

Chair Hutchins opened the meeting at 7:04PM

2. Regular Business

- A. Approval of Meeting Minutes – The meeting minutes from the VCC's September 10, 2020 meeting was reviewed. Mr. Kong moved to approve the meeting minutes, Mr. Millett seconded. Mr. Hutchins called roll:
Mr. Yang – aye
Mr. Millett – aye
Mr. Kong – aye
Mr. Hutchins – aye
The motion carries.
- B. Update on Committee Openings/Appointments – Mr. Hutchins gave an update on Committee member appointments made by BOS since last VCC meeting, status of pending volunteer applications, and committee/board openings.
- C. Public Comments/citizens concerns - None.
- D. Next meeting – The next meeting has not been scheduled.

3. Interviews

Hearing on Application by Catherine Usoff for Economic Development Committee (EDC)

- Ms. Usoff said that she liked to be involved and gave back to the town where she has lived for 27 years. She felt EDC was a good fit for her background and interests. She think it is important to cultivate and support business in the town.
- Ms. Usoff said that she have some experience in helping small businesses through the Small Business Development Center that she was in charge when she was at Clark University.
- Ms. Usoff has a PhD in Accounting and a MBA. She taught business courses in Merrimack College, Clark University and Bentley University.
- Ms. Usoff reported no conflict of interest.
- Ms. Usoff knows town's affairs through the school system.
- Ms. Usoff reported that she attended one committee meeting.
- Ms. Usoff reported that she would be able to attend most future EDC meetings.

Mr. Kong moved to forward Catherine Usoff's name to the Board of Selectmen for further consideration to appoint as a member of the Economic Development Committee. Mr. Yang seconded. Mr. Hutchins called roll:

Mr. Kong – aye
Mr. Millett – aye
Mr. Yang – aye
Mr. Hutchins – aye

The motion carries.

Hearing on Application by Hayley Winfield for Conservation Commission

- Ms. Winfield did not show up for the second time.

4. New/Special Business

Discuss Criteria for Designating Applications as Inactive

Discussion deferred to the next meeting.

Attach Application to Meeting Agenda

Mr Millett asked if applications could be attached to the Meeting Agenda. Chair Hutchins agreed and he will do so in the future.

5. Adjournment

At 7:42PM, Mr Kong moved to adjourn the meeting, and Millett seconded. Mr. Hutchins called roll:

Mr. Kong – aye
Mr. Millett – aye
Mr. Yang – aye
Mr. Hutchins – aye

The motion carries.

Documents and Exhibits Used During this Meeting

- Meeting minutes of September 10, 2020.