



Human Services Committee

Meeting Minutes
November 17, 2022

7 pm

Acton Town Hall, Room 126 and via telephone access
472 Main Street

Present: Leo Fochtman (member at large), Mark Conoby (representing Board of Health and Nursing Services), Boris Klebanov (member at large), Madeline Cruz (member at large), Danny Factor (member at large; attended via telephone access), Franny Osman (representing Disabilities Committee and Transportation Committee. Please note, due to her necessity to attend a concurrent meeting, she left the HSC meeting at 7:30 pm and returned at 7:59 pm), Paula Walsh (member at large), Jeff Bergart (representing Council on Aging), Laura Ducharme (Town staff liaison) and Fran Arsenault (Select Board Liaison; Please note, due to her necessity to attend a concurrent meeting, she left the HSC meeting at 7:30 pm and returned at 7:50 pm)

Absent: Hema Santhanakrishnan: (representing Recreation Department).

1. Opening

Fran Arsenault opened the meeting at 7:10 p.m. The town's preamble was read by Mr Fochtman; however due to technical difficulties; the Zoom webinar could not be started, but public access was available via telephone access.

2. Regular Business

- A. Introductions
- B. Approval of Meeting Minutes – The meeting minutes from the Human Resources Committee meeting dated October 20, 2022, were reviewed. Paula Walsh entered a motion to approve with edits, which was seconded by Madeline Cruz. There was approval by a roll call vote of 6-0, with the HSC voting in the following manner:
 - Danny Factor: Abstain
 - Leo Fochtman: Aye
 - Mark Conoby: Abstain
 - Madeline Cruz: Aye
 - Boris Klebanov: Aye
 - Franny Osman: Aye
 - Jeff Bergart: Aye
 - Paula Walsh: Aye

3. New/Special Business

- A. Discussions on leadership models was conducted.



- a. Danny Factor made a motion to forgo the Chair and Vice-chair model for a Cochair model of leadership with co-equal chairs. There was no 2nd. The motion failed.
- B. Discussions on length of terms for the Chair, Vice-chair and Clerk positions was held, along with when the terms will start and end.
 - a. Paula Walsh motioned for one-year terms to begin on January 1st of each calendar year and end on December 31st of the same year. Leo Fochtman seconded the motion. The HSC approved the motion 6-2, by roll call voting in the following manner:
Danny Factor: Nay
Leo Fochtman: Aye
Mark Conoby: Nay
Madeline Cruz: Aye
Boris Klebanov: Aye
Franny Osman: Aye
Jeff Bergart: Aye
Paula Walsh: Aye
- C. Discussions were held on the skill sets and experience needed for each of the leadership roles and who within the committee not only had the necessary skills but was also willing to serve in the roles.
- D. Nominations and votes for leadership roles:
 - a. Danny Factor nominated Madeline Cruz for the position of Chair, based on her extensive knowledge of town affairs. However, Ms. Cruz declined the Chair position but was willing to serve as Vice Chair if so nominated. Jeff Bergart nominated Ms Cruz for Vice Chair, Leo Fochtman seconded the nomination. The vote was taken by roll call and Ms. Cruz was unanimously approved for Vice Chair.
 - b. Paula Walsh nominated Leo Fochtman for the Chair position based on his organization skills. Mark Conoby seconded the motion. The HSC approved Mr. Fochtman with a vote of 7-0, by roll call voting in the following manner:
Danny Factor: Abstained
Leo Fochtman: Aye
Mark Conoby: Aye
Madeline Cruz: Aye
Boris Klebanov: Aye
Franny Osman: Aye
Jeff Bergart: Aye
Paula Walsh: Aye
 - c. Jeff Bergart nominated Paula Walsh for Clerk. The motion was seconded by Leo Fochtman. Roll call vote was taken and Ms. Walsh was unanimously approved for Clerk.
- E. Time limits for public comments:
 - a. There was a discussion on whether to have an expectation that comments be less than three minutes to allow ample opportunity others to present their comments. It was unanimously decided to table this discussion to a later date when it could be more fully discussed.
- F. The current status of Service Areas:



- a. There was discussion on learning what services are already available and how best to obtain the information, as well as how the public learns about available services.
 - b. Laura Ducharme was able to provide the committee with information on several professional and public entities. For example: the Acton-Boxborough Community Resource Network is a provider exchange of which Ms. Ducharme is a member that meets monthly to give brief updates to local providers on services within each of their organizations. SMOC: (Southern Middlesex Opportunity Committee) has State and Federal funding but is difficult for the public to get hold of as they are not physically in office but continuing to work remotely. One persistent area of need that Ms. Ducharme identified was housing, in particular, that Acton does not have homeless shelters.
 - c. Ms. Ducharme also explained that the town continues to staff the hotline established during the pandemic, however, although the staff manning the hotline at a particular time may have in depth knowledge in their own areas of expertise, they may not be able to immediately articulate available services in other departments so will transfer callers to departments they believe have the appropriate staff capable of assisting the caller.
- G. Delegations: each member of the committee will gather some preliminary information on the various services currently available in the community. Information to be shared at upcoming meetings.
- a. Mark Conoby: Board of Health/Nursing Services
 - b. Jeff Bergart: Council on Aging
 - c. Franny Osman: Disabilities/Mental Health
 - d. Madeline Cruz: Housing
 - e. Leo Fochtman: Recreation
 - f. Boris Klebanov: Substance Abuse
 - g. Danny Factor: Economic insecurity
 - h. Paula Walsh: Transportation
 - i. Laura Ducharme: Transitional Housing
- H. Schedule for next meeting: The committee will resume meeting on the second Thursday of the month, on December 8, 2022, at 7 pm at the Acton Town Hall, 472 Main Street, Room 9. Please send agenda items to Leo Fochtman.

A motion to close the meeting was made by Leo Fochtman and seconded by Franny Osman. The motion to adjourn at 10 pm was unanimously approved by a roll call vote.

Documents and Exhibits Used During this Meeting :

- Meeting minutes of October 20, 2022