



1/27/03 - (1)

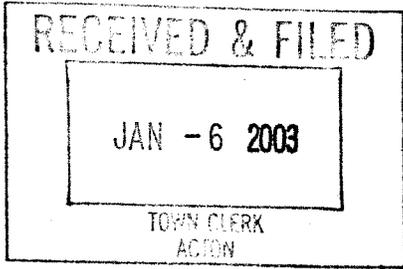
TOWN OF ACTON
472 Main Street
Acton, Massachusetts, 01720

VOLUNTEER COORDINATING COMMITTEE

On Jan. 13, 2003 the Volunteer Coordinating Committee voted unanimously to recommend Charles H. Smith as a Regular member of the Cemetery Commission to finish Donald Mac Lennan's term which ends June 30, 2004.

Donald Mac Lennan died Jan. 03, 2003. Stanley Wray asked Charles Smith to fill out a Town of Acton application to complete Mac Lennan's term. Charles is retired, has the time and agreed he is willing to serve on the Cemetery Commission.

Nancy A. Whitcomb, VCC chairman
January 15, 2003



TOWN OF ACTON
472 MAIN STREET
ACTON, MA 01720

(978) 264-9612 TELEPHONE
(978) 264-9630 FAX

12/22/2002

VOLUNTEER COORDINATING COMMITTEE

TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the Office of the Town Manager at the Acton Town Hall.

(Please print or type)

Title <u>Mr.</u> Mrs. Ms. Dr.		Date January 6, 2003
Last Name SMITH	First Name CHARLES	Middle Initial H.
Street Address 21 BREWSTER LN	Home Phone 978-263 5093	Business Phone (RETIRED)

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee or Commission that is of interest to you: CEMETERY COMMISSION

Have you previously been a member of a Board, Committee or Commission (either in Acton or elsewhere)?
If so, please list the Board name and your approximate dates of service: PAST 5 YEARS

300 MEMBER WALKING CLUB (BEDFORD)
TRAIL MASTER AND WEB MASTER

Do you have any time restrictions? _____

Are you a U.S. Citizen? YES How long have you lived in Acton? 15 YRS In Massachusetts? MOST OF 78 YRS

Present occupation and employer (Optional: Attach resume) _____

RETIRED

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? NO

Education or special training: Electronics (Mass Radio School) Bachelor of Science (Engineering Management) Northwestern Evening School with PLOMER

Please list below any additional information or comments that may help in the matching of your interests with the most appropriate Board/Committee, such as civic experience, special interest/hobbies, etc:

OWN AN ACTON CEMETERY LOT, PAST OWNER OF TENEMENT BLD PRIVATE HOMES, PRESENT CONDO OWNER, ATTENDED MONTHLY WALKING CLUB MEETINGS, DESIGNED CLUB INTERNET PAGE, WORKING ON FAMILY GENEALOGY

TOWN OF ACTON VOLUNTEER BOARDS, COMMITTEES AND COMMISSIONS

Acton Community Housing
 Acton-Boxborough Cultural Council
 Aging, Council on
 Appeals, Board of
 Assessors, Board of
 Cable Advisory Committee
 Cemetery Commission
 Commission on Disabilities
 Conservation Commission
 Fair Housing Committee
 Finance Committee
 Hanscom Field Advisory
 Health, Board of

Historic District Commission
 Historical Commission
 Metropolitan Advisory Planning Council
 Minuteman Home Care
 Minuteman Vocational School Representative
 Personnel Board
 Planning Board
 Public Ceremonies Committee
 Recreation Commission
 South Acton Revitalization Committee
 Town Report Committee
 Transportation Advisory Committee
 Volunteer Coordinating Committee

Thank you; if you have questions or would like more information, please contact a member of the Volunteer Coordinating Committee. Current membership may be obtained through the Town Manager's office at Town Hall, 264-9612.

The space below is for use by the Volunteer Coordinating Committee and the appointing body to record the status of your application.

VCC INTERVIEW

Applicant Called 1/9/03
 Schedule Date & Time 1/13/03, 8:00 PM
 Recommendation _____

APPOINTING BODY

Selectmen / Manager / Moderator
 Interview Date _____
 Appointed Date _____
 Term _____

BOARD, COMMITTEE OR COMMISSION

Member / Alternate Member / Associate Member
 Member / Alternate Member / Associate Member
 Member / Alternate Member / Associate Member
 Member / Alternate Member / Associate Member

NOTIFICATION OF APPOINTMENT

Recommendation Sent _____

Received by VCC _____
 Committee Notified _____
 Applicant Notified _____

No openings at this time