



Town of Arlington, Massachusetts
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Meeting Minutes 11-14-07

Town of Arlington
Affirmative Action Advisory Committee

730 Massachusetts Avenue, Arlington, MA 02476
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Barbara Boltz, Co-Chair
 Adrienne McClure, Co-Chair
 Augusta Haydock
 Jack Jones
 Elaine Maclachlan
 Tricia O'Donoghue
 Howard Winkler

Caryn Cove Malloy, Affirmative Action Officer

Affirmative Action Advisory Committee
 Meeting Minutes
 Wednesday, November 14, 2007
 7:30 p.m.

Present: Caryn Malloy, Barbara Boltz (Co-Chair), Adrienne McClure (Co-Chair), Tricia O'Donoghue, Jack Jones, Elaine Maclachlan, Howard Winkler

Absent: Augusta Haydock

Barbara Boltz chaired the meeting.

Meeting Minutes

Adrienne McClure moved approval of the October 10, 2007 minutes.

SO VOTED

Current Job Openings

The Committee reviewed current job openings and noted there were no recent minority hires.

Current Bid Projects

Caryn Malloy reported to the Committee that Elizabeth Contracting, the general contractor for the Park Circle Fire Station project, did not submit their payroll and female and minority participation information and the Purchasing Officer, Domenic Lanzillotti is holding a check of \$147,000 until they submit the required documentation. With regard to the Curb and Walk project the Committee noted there was sufficient minority participation but no female participation. The Menotomy Rocks Park project had 17% minority participation and no female participation. The Buzzell field renovation project is still on hold due to the discovery of some contaminants on the site.

School Diversity Task Group (SDTG)

Barbara Boltz reported on the last meeting of the group which took place on October 29, 2007. Representatives of the Town including the Arlington Education Association (AEA), Finance Committee and School Committee along with School Superintendent Nate Levenson were present. The Superintendent distributed copies of a document titled Minority Recruiting & Hiring dated January 17, 2007. The President of AEA, Jack Duranceau seemed to be open to moving up the date for notification of leaving (currently June) but made it clear that it is something that would need to be bargained. Jack Duranceau said he would bring it to his executive board but it is also state law (some other communities have January). Barbara also reported that the Ottoson principal search will start in January. The next meeting of the group is scheduled for January.

No Place for Hate Campaign

Tricia O'Donoghue reported that the group plans to meet December 5th and she will report back to the group at a future meeting.

Update of Affirmative Action Plan

The Committee is putting the final edits in place in the plan. Tricia O'Donoghue and Caryn Malloy will work together on writing language to address the governmental requirements for construction projects at each level.

Other Business

The Committee expressed their sadness at the passing of former Committee member Dr. Franz Browne. Members of the Committee attended his memorial service to pay their respects to Dr. Browne.

The Committee also expressed its condolences to member Tricia O'Dongohue whom recently lost her mother.

Adrienne McClure moved to adjourn the meeting at 8:52 p.m. SO VOTED

A true record. Attest:

Caryn C. Malloy
Affirmative Action Officer