



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Affirmative Action Minutes 02/12/2003

Affirmative Action Advisory Committee
 Meeting Minutes
 Wednesday, February 12, 2003
 7:30 p.m.

In Attendance: Barbara Boltz, Augusta Haydock, Adrienne McClure (Chair), Caryn Cove, Elaine Maclachlan, Howard Winkler, Jack Jones

Also Present: Kevin O'Brien, Assistant Director of Planning and Community Development

Reed's Brook Project

Kevin O'Brien, Assistant Director of Planning and Community Development was present to update the committee on minority participation in the Reed's Brook project, currently under construction. Mr. O'Brien gave an overview of the scope of the project. He explained that there was no minority participation in the project, evidenced in the payrolls. He also explained that they are nearing the end of the project. The first phase cost \$2.7 million and the second phase cost \$2.6 million. Mr. O'Brien asked many questions about the female and minority participation bylaw. Mr. O'Brien assured the committee that he would be sensitized to the minority and female participation goals for future projects. Elaine Maclachlan commented on the importance of getting to the contractor early in the process.

Acceptance of minutes, January 8, 2003

Barbara Boltz moved approval as amended. SO VOTED

Current Job Openings

The Committee reviewed the report as submitted.

Mr. Winkler exited the meeting at 8:15 p.m.

School renovation project

The Committee commented that the female and minority numbers were very unsatisfactory. The Committee requested that Ms. Cove obtain the required documents from Castagna Construction regarding their plan for compliance with female and minority participation goals.

Current Bid Projects

Ms. Cove shared some figures from last construction season from R.M. Pacella, the contractor used for the town water rehabilitation project. The minority participation for the project came in at 29.84% and female participation came in at 3.4%. Ms. Cove indicated that Ron Santosuosso, Engineering Manager, assured that he would request the contractor to submit regular reports next construction season.

School Diversity Task Group

Barbara Boltz informed the committee that the group had met with Gus Martinson, School Personnel Director. He provided a list of all school employees and indicated if they are a minority. There are currently 30 minority employees, approximately one third are teachers. They discussed how budget cuts will impact the schools adversely. Ms. Boltz informed the committee that on April 2nd there will be a placement luncheon to attract minority applicants to Arlington.

Diversity Training for Town Employees

Caryn Cove informed the committee that the Department Heads will meet on Tuesday March 4th for a seminar given by Visions Inc. of Arlington. Topics will include minority hiring and retention.

Elaine Maclaclan moved to adjourn the meeting at 8:50 p.m. SO VOTED

A true record. Attest:

Caryn E. Cove
Affirmative Action Officer