



**Residents Advisory Committee  
January 20, 2021  
11:00 AM**

**Link to Zoom video:** <https://www.youtube.com/channel/UCnjhMYHUcZMCfGbukz05DhA>

Present: Dennis, K., Kruger, C., Pistrang, J.(Chair), Mills, A. (note taker)

Pistrang read the OML suspension statement re: Remote Participation

Video and Audio check - Dennis, Kruger, Mills and Pistrang all checked in and everyone could be heard.

Video of this meeting will be recorded to the Cloud. Video will be posted to Town of Amherst YouTube Channel by IT staff.

- 1. Meeting called to order at 11:00 AM**
- 2. Approval of minutes from November 17, 2020**

**VOTED: Kruger voted yes. Dennis voted yes. Pistrang voted yes. Unanimous approval of RAC minutes from November 17, 2020.**

- 3. Review of interviews**

Pistrang had not done any interviews since the last meeting.

Kruger related her experiences as part of the committee to interview individuals for the Public Shade Tree Committee. She noted that she had not received the follow-up memo yet from the Town Manager with final selections.

Dennis explained her process for the interview of one additional candidate for the Community Safety Working Group. She mentioned that the individual was a great youthful candidate who was excited to take part in the work.

Mills explained that there is currently just one vacancy for the Affordable Housing Trust. All committees are able to meet quorum.

Dennis attended the interviews for the previous interview rounds of the Affordable Housing Trust Board of Trustees. Dennis noted that her work schedule has changed drastically and she was willing to share the opportunity with other members of RAC.

Discussion moved towards other Board/Committee/Commission vacancies. It was noted that there are only single vacancies on a handful of Boards/Committees/Commissions. Chairs are actively advocating to fill those spots but all groups are able to meet quorum.

#### **4. Review of Post-interview survey results**

Overall the responses were positive. In general, nothing stood out. The numbers on the affective scale items all looked good.

Review of Questions 4 & 5

Question #4 – mission of the committee explained clearly? The majority of respondents marked, “Very well”

Question #5 - Time Committee not explained clearly? The majority of respondents marked, “Vaguely”

RAC members made note that it would be best to prepare the Chairs for the informational piece of the interview. It would be best to make sure we are clear and prep the staff liaison and the Chairs. Pistrang offered to write up a summary report of the survey for the Town Manager, The Town Council, and Committee Chairs to remind them of the expectations for each round of interviews. Constructive comments led to the recommendation, at the very least, Pistrang will write something out to Chairs and ask them to get to the succinct mission of the group and the time commitment.

Discussion turned to the duration of the interviews (length of time). Respondents expressed that the length of interview was just right or somewhat short. RAC members agreed that 15 minutes is sufficient for interviews.

Staff support helped streamline the online creation of the survey. The use of SurveyMonkey allowed for expedient creation of summary reports.

RAC members noted that the timing of the survey was ideal. RAC is in its second year of active participation in the interview process. It was affirming to read the survey results.

RAC members discussed the ongoing difficulty with rejection of candidates. Members agreed that it never felt good to be a part of a process that eventually would select certain individuals and leave other qualified candidates without a position. RAC members highlighted the fact that all of these candidates are volunteering their time and energy to serve.

Further conversation focused on the different needs and missions of each board/committee/commission. The discussion touched upon the issue of diversity and how varying age groups may present management issues for some Chairs.

#### **5. Public Comment – None**

#### **6. Other topics not anticipated by the Chair 48 hours before the meeting**

RAC members had praise for the use of the waiting room in Zoom. It was simple to stay on time and easier to stay organized with one Zoom link and several back to back meetings.

7. Meeting Date

Pistrang would send a Doodle poll to facilitate the setting of a meeting date in March 2021.

8. Adjourned at 11:21 AM

Link to Online Meeting Packet: <https://www.amherstma.gov/Archive.aspx?ADID=12874>