DEPT/BOARD: Government Review Committee

DATE: July 23, 2018
   Monday

TIME: 6:30 pm

PLACE: Town Hall Main Hearing Room
       2nd Floor

Agenda

Attendance

Approve Prior Minutes

Finalize recommendations and presentation to the Selectmen

Adjourn
Members in attendance: Steve Marchese, Kelly Pappas, Gary Gianino, Sally Willard, Roger Riggs, Robert Hogan, Paul Sheehan

Members absent: Charles Murphy, Michael Runyan

Chairman Kelly Pappas called the Government Review Committee to order at 6:32 pm in the Main Hearing Room, Town Hall.

Minutes:

Motion to approve the minutes of June 9, 2018 as printed was made by Gary Gianino, seconded by Roger Riggs.

PASSED: 7-0-0

Finalize recommendation and presentation to the Selectmen:

Kelly Pappas presented the draft presentation to the Government Review Committee. The presentation included an overview of the committee, process, and recommendations. Members of the Government Review Committee added details and made grammatical edits. Kelly Pappas incorporated those changes into the presentation. See Appendix A.

Motion to approve the presentation as amended was made by Sally Willard and seconded by Paul Sheehan.

PASSED: 7-0-0

Presentation Date:

Board of Selectmen meeting of Monday, August 13, 2018.

Motion to adjourn the meeting at 7:08 pm was made by Gary Gianino and seconded by Steve Marchese.

PASSED: 7-0-0
Approved in emails dated 8/16/18 and 8/17/18

Minutes respectfully submitted by:
Noelle Judd, Recording Clerk
APPENDIX A

Recommendations of the Government Review Committee

Kelly Pappas, Chair
Roger Riggs, Co-Chair

Members:
Bob Hogan, Paul Sheehan, Sally Willard, Gary Gianino, Steve Marchese, Charlie Murphy, Mike Runyan

August 13, 2018

Agenda

- Overview of the Committee
- Process
- Recommendations
Overview

- Established by the Board of Selectmen (BOS) in January 2018 to:
  - Conduct an evaluation of the current organizational structure
  - Investigate whether changes are needed to meet the needs of the Town in the future
  - Provide information, options, and recommendations to the BOS relative to the direction the Town may consider

Process

- Submitted a request to all Departments in February, 2018 to elicit interviews with Department Heads, Staff, and Elected Officials
  - Conducted interviews with those who responded
  - Conducted interviews of Officials of other towns who have gone through a review process
  - Conducted an interview with the Technical Assistance Bureau of the Division of Local Services
  - Public Forum held
Recommendations

The members present at the Committee meeting on July 9th, voted unanimously that additional review into the current governmental structure is warranted, based on (but not limited to) the following potential areas of opportunity:

- Elected v. Appointed positions
- Town Manager v. Town Administrator
- Personnel and management reporting structure
- Improved internal and external communication
- 50 years since the last in-depth analysis
- Involve an independent agency to conduct a comprehensive analysis

Options to Consider

- Establish a Charter Commission
  - Requires multiple town-wide elections (as defined by the State)
- Revise the Current Bylaws
  - Establish a new Committee to review the Bylaws for review and approval by Town Meeting
    - Extend the current Government Review Committee with a different Charge
    - Create a new Committee with a new Charge
- Revise the Current Bylaws
  - Utilize the current Bylaw Review Committee established within Town Meeting

The process should be open and transparent

- Public Forums
- Surveys
- BCAT