

TOWN OF PROVINCETOWN – SELECT NOARD
MEETING MINUTES – JOINT MEETING TOWN OF TRURO BOARD OF SELECTMEN
TUESDAY, NOVEMBER 27 2017, 2018 2:00 PM
TOWN HALL – JUDGE WELSH ROOM

Vice Chair Andrews convened the open meeting at 2:07 pm noting the following:

Select Board attending: Vice Chair Andrews, Select Members Louise Venden, Robert Anthony, and Lise King

Excused: Chair Tom Donegan

Other attendees: Town Manager David Panagore, Assistant Town Manager David Gardner, Town of Truro

Selectmen: Chair Robert Weinstein, Vice Chair Maureen Burgess, Janet W. Worthington, Paul C. Wisotzky and Kristen Reed; Truro Town Manager Rae Ann Palmer, and Richard Brady, President of Matrix Consulting

Recorder: Linda Fiorella

Chair Robert Weinstein introduced the members of the Truro Selectmen, Town Manager and Assistant Town Manager.

Truro Town Manager Palmer described a brief history of the study on shared services and next steps to take.

1. Joint Meeting with Truro Board of Selectmen: Matrix Shared Services Update – Votes May be Taken

Mr. Brady began his presentation by discussing the experience of his company in working with municipalities and shared services. He described the advantages to sharing services in general and how they can benefit communities on the Cape, specifically. He spoke about the scope of work in the study and the process his company used to evaluate potential shared services between the two Towns including staff interviews, an online survey, and data collection. He noted areas of short term and long term opportunities for sharing services such as a joint committee to lead the process, a combined Assessor's Office, joint purchasing, parallel permit processing systems, IT systems, DPW and other equipment, facilities, and mutual aid on emergency response, training, a shared HR Director, a Regional Health District, and merging IT, dispatch systems, and recreational services, some of which have already been implemented to varying degrees. He encouraged the Towns to continue to increase shared services in a strategic and planned way.

Select Member Venden discussed permitting in the two Towns and Police and emergency communications and using the same technology.

Selectmen Worthington asked about the response to surveys and how many employees were interviewed. She expressed concern about the low number of people interviewed and sharing dispatching services. She asked about any recommendations on the Council on Aging services.

The dispatching concern was discussed by Mr. Brady and Select Member Anthony regarding police and fire dispatch. Select Member Anthony expressed concerns about compensation, liability, and potential union issues. Mr. Brady noted that merged dispatch creates opportunities for promotion that liability is controllable, and that compensation shouldn't factor in to dispatch. The compensation ranges and potential differences for nonunion employees were discussed.

Truro Vice Chair Burgess noted that geographic area plays a role in dispatching. Emergency

communication was discussed and the advantages to consolidation.

Vice Chair Andrews shared an experience of using County resources to contract out a Health Agent and Town Manager Palmer added that the Towns currently share staff expertise and equipment. Vice Chair Andrews stated the opportunity for success was there and she supports expansion of shared services.

Truro Chair Weinstein expressed concern over finding employees and would support creating a committee and using an outlined format of the study results and developing first steps to improve the sustainability of the Towns. He expressed a desire to consider expanding the shared services as far as Eastham and increasing the number of meetings on the subject.

Select Member King expressed concern about the low response of Provincetown staff and residents to the survey and how the metrics were gathered and increased communication. Mr. Brady described the type of survey used and the costs involved in surveys and the result and response differences between residents and employees. Select Member King also discussed specific needs of the Outer Cape including aging population and loss of year round residents and whether they were taken into account during the process of the study. Mr. Brady explained the method of the study. Climate change and regional planning was discussed.

Truro Town Manager Palmer clarified that a specific survey postcard was not sent out.

Truro Selectman Wisotzky asked about the percentage of employees in the Towns' whose responses were included to gather information on the intensity of the response. He noted that he is more focused on policy discussions more than operation and expressed concerns about the Cape Cod Commission's representation of the Outer Cape.

Town Manager Panagore discussed the need to discuss the shared services model to employees.

Chair Donegan related a story about consolidating police services in the past and concerns about carefully considering changes. He discussed government efficiency and money saving aspects of shared services, and the steps taken by a potential working group.

Truro Town Manager Palmer suggested forming a group of policy and operational people to meet quarterly based on her experience at another Town and the importance of increasing success stories.

Chair Donegan pointed to the success of Lower Cape Ambulance and asked how to expand on that and its popularity. Mr. Brady noted that having regional services for emergencies and having floating units is efficient and that the changes he was recommending now would cost money but would attract employees.

Truro Selectman Worthington suggested focusing on services including those for elderly residents.

Select Board Member Venden noted that tradeoffs among the communities could be beneficial to both and shared aspects of the community.

Truro Chair Weinstein noted the elected bodies plus the management and shared service policy and discuss the desired goals and focus on the issue of sustainability. Starting with areas were steps can be taken in the

short term.

Truro Selectman Reed discussed building on areas that are already successful including library and recreational services and how to move forward and share services.

Truro Town Manager Palmer noted that Health and Conservation are already meeting regionally and potential operational levels where services can be shared like an HR Director. Town Manager Panagore added that the Health and Conservation areas can work together on coastal resiliency.

Select Member King discussed how to build on the successes of police and fire and the culture of service and sense of purpose and values. Using that as an example for other departments to get them to buy into a shift is to remind them of the shared values. We have more in common here than we have apart.

Truro Selectman Reed stated the shared value of the water is a place to start where there is common success and coastal planning.

Chair Donegan next step to put on agenda at the next meeting for a working group.

Truro Selectman Reed asked about including other towns.

Town Manager Panagore recommended the model of a quarterly discussion to increase the level of conversation to share their methods and structures and starting with Provincetown and Truro is a good first step while not precluding the other Towns.

Rae Ann – agree on the quarterly meeting decide who will be involved and then let David and Rae Ann work on coordinating. Keep it to a no quorum. Two members from each board.

Reed – next meeting on the 11th.

Donegan next meeting on the 10th and will come back with two people.

DP – sessions with other departments.

Wiz – have a draft scope of the joint committee at the meeting.

CA – issue a report as something to pass on as staff changes.

Weinstein on agenda on the 11th.

Chair Donegan thanked the Truro board

Weinstein thanked the Provincetown board.

Weinstein motion to adjourn reed second vote 5

Without objection the meeting was adjourned at 3:59 pm

Minutes transcribed by: Linda Fiorella

Other boards adjourned