

Truro Board of Selectmen
Meeting Minutes – May 19, 2015
Public Safety Facility, 5:00pm

Members Present: Jay Coburn-Chair, Paul Wisotzky-Vice Chair, Jan Worthington-Clerk, Robert Weinstein, Maureen Burgess

Others Present: Town Administrator Rae Ann Palmer and Trudi Brazil Town Accountant

Discussion of Board and Selectmen Liaison List Assignments

Selectmen Weinstein stated that he did not attend the latest meeting of the Pamet Harbor Commission. He stated that the Commission took a vote not to have Selectmen Weinstein be the Liaison to the Commission. He felt that this was not an appropriate vote. He spoke of issues with the Commission and their lack of minutes, etc. Since the job duties are combined for Tony Jackett, he thought perhaps the Pamet Harbor Commission and Shellfish Advisory Committee could be combined. Selectmen Weinstein questioned the lack of minutes from the PHC when their job is to oversee a major facility in the town. Selectmen Coburn stated that the Pamet Harbor Commission was created at Town meeting so the Committees would not be able to merge.

Selectmen Worthington stated that she would be the Liaison to the Pamet Harbor Commission. She added that when members of PHC are reappointed the issue of conflict can be addressed.

Selectmen Chair Coburn responded that Selectmen Worthington could informally be the Economic Development Liaison to the Chamber of Commerce. Rae Ann asked to work alongside with Selectmen Worthington.

Selectmen Burgess accepted the Liaison role to the Human Services Committee. Selectmen Worthington asked to no longer work with the Charter Review Committee. Selectmen Weinstein stated that he would take the Charter Review Committee. There was a discussion on the Charter Charge. Selectmen Coburn asked that the Town Administrator be added as staff to the Charter Committee.

Discussion on Board of Selectmen Policies and Procedures Including Communicating as Liaisons to Committees/ Boards and Commissions and Town Staff

Selectmen Burgess accepted the Liaison role to the Energy Committee. There was a brief conversation about communicating with committee Chairs as Liaisons. Selectmen Wisotzky added that there needs to be information carried through staff to assist with the communication of the committees. There was a discussion on examples of Boards questioning the absence of Liaisons at meetings. It was agreed that a mechanism needs to be established between Boards and the Board of Selectmen.

Selectmen Weinstein felt that it is incumbent on the Chairs to communicate and the Board of Selectmen need to agree on an amount of meetings that they should attend as BoS Liaisons.

Selectmen Wisotzky differed on the roles of Liaisons. He didn't feel that policing them is the role of the Board of Selectmen but should be assisted by staff.

Town Administrator Rae Ann stated that there is disconnect between the BoS, committees and staff. She further added that this meeting will be a part of the team building and is critical for staff, the BoS and the Town Administrator. Selectmen Coburn suggested a joint meeting with planning and ZBA to lay out the future issues that need to be tackled.

Selectmen Coburn asked to stay with the Energy Committee as Liaison. Selectmen Burgess stated interest in the Water Resource Oversight Committee. Selectmen Weinstein asked for the Historic Commission and Board.

It was decided to strike designating a Liaison to the Inter-municipal group as they have not met in a long time. Selectmen Weinstein stated that the Building Committee should be removed for now due to no building projects. Selectmen Burgess asked to stay as the Liaison to the School Committee. Selectmen Weinstein stated that he would like to stay with the Cable and Internet Advisory Committee, Board of Health and the Board of Library Trustees. Selectmen Burgess asked to stay with the Recycling Committee.

Selectmen Wisotzky suggested that the Energy and Recycling Committees be merged into a Green Committee. Selectmen Coburn asked for Agriculture Commission, Open Space, Planning Board, and to continue with the Police department.

There was a rundown of the Liaison list. Selectmen Burgess asked for the Cemetery Commission, Commission on Disability, Cultural Council. Selectmen Weinstein requested the Historical Commission. Coburn requested Zoning Board of Appeals, Board of Assessors, and the Energy Committee. Selectmen Wisotzky asked for the Finance Committee. Selectmen Weinstein asked for Bike and Walkways Committee, Cable and Internet Advisory Committee, Board of Library Trustees and the Charter Review Committee. Selectmen Worthington requested Pamet Harbor Commission, the Truro Fire and Rescue, Beach Commission, Conservation Commission, Economic Development, Shellfish Advisory Committee, Taxation Aid Committee and the Concert Committee. Selectmen Burgess requested WROC, and Human Services. Selectmen Coburn requested Agricultural Commission and Planning Board. Selectmen Wisotzky requested Community Preservation Committee, and Council on Aging, Housing Authority, and Recreation Commission.

Discussion on Proposed FY16 Board of Selectmen Goals and Objectives

It was discussed that on June 2nd there would be a meeting with Department heads to discuss Goals and Objectives. There was a discussion as to how to begin the work session on June 2nd and how the discussion should proceed. Town Administrator Rae Ann Palmer stated that she would like staff to tie in what they do daily towards these goals. Selectmen Burgess questioned the process of reaching the goals and how to accomplish them. Selectmen Coburn spoke of the past years processes on the goals and objectives and the lack of clarity as to who was to drive them forward. Ms. Palmer reflected on some of the goals being a shared responsibility. Selectmen Wisotzky suggested that the Department heads services be placed on Stickies which are then placed under a specific goal. Selectmen Worthington noted that this will give staff an opportunity to speak. They further discussed the development of the work session. Selectmen Wisotzky suggested that a question be given as to what the staff liked at last years meeting that they would like to put into action this year. Selectmen Coburn felt that there is disconnect with town staff assisting with the Selectmen's goals.

Selectmen Worthington questioned what the staff will be asked. It was discussed to have staff attach what services they provide to specific goals. Selectmen Wisotzky noted that it is about the challenges that they face and the opportunities in their respective departments that helps meet these goals and what the challenges are in meeting these goals. Town Administrator Rae Ann Palmer asked about the goal for housing and economic development. There was a discussion to have them discuss what are their three biggest challenges and priorities.

There was a continued discussion on matching services to goals and objectives. Selectmen Wisotzky stated concern that this meeting not be seen by the Department heads as a test. Selectmen Weinstein reiterated the team building with a clear statement that includes staff in the Board of Selectmen goals. He further spoke of the staff helping the town move in the direction that it needs to go in along with the Board of Selectmen. Selectmen Wisotzky suggested a meeting agenda for the 2nd with staff and an additional meeting for goals and objectives before the hearing.

Discussion of Board of Selectmen Meeting Dates for Municipal Calendar

Town Administrator Rae Ann Palmer stated that there is no consistency to the meeting dates. It was suggested to have Board of Selectmen work sessions quarterly. The Town Administrator suggested that the Board of Selectmen meet the 2nd and the 4th Tuesday of each month. There was a brief discussion on the training for Boards and Committees.

At 6:36pm Selectmen Chair Coburn moved to adjourn. Selectmen Burgess seconded the motion. So voted 5-0.

Respectfully submitted, Nicole Tudor, Board of Selectmen Secretary



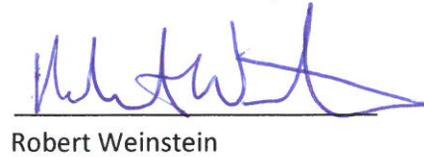
Jay Coburn, Chairman



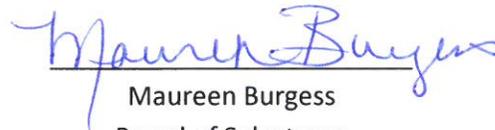
Paul Wisotzky, Vice-Chairman



Jan Worthington, Clerk



Robert Weinstein



Maureen Burgess
Board of Selectmen
Town of Truro

Documents Used

FY15 Liaison List

FY15 Goals and Objectives with May 6 2015 Town Administrator Updates

BoS Policy #34 Selectmen Liaison Policy

Standard Operating Procedures

Board of Selectmen Policy List