

TOWN OF STURBRIDGE
Government Services Study Committee (GSSC)
Minutes of August 27, 2012

Meeting was called to order at 2:30 p.m. All members were present.

Motion was made to accept the minutes by P. Levine, seconded by S. Arndt. Vote was unanimous.

Discussion of department head meeting: P. Gimas mentioned that two department heads approached her and expressed their appreciation of the information. The members of GSSC who were in attendance at the department head meeting felt that the meeting was well received.

Regionalization Conference: The conference is scheduled for Monday, September 10, 2012, at Holy Cross College in Worcester. Cost is \$25.00 per person. P. Gimas will email Chief Ford, Planning Board, Town Administrator and others if they choose to attend.

Need for Secretarial Services: P. Gimas stated it's difficult to take the minutes, conduct a meeting, and participate. S. Arndt reported that the Finance Committee pays \$12/hour for their secretary. P. Gimas will bring the request to the Board of Selectmen on August 27th. The members felt that to be treated as an important committee, it's important to have a budget because we will need IT assistance along the way as well.

Performance Benchmarks: Discussion among members took place regarding performance benchmarks. The first step to assess effectiveness of town services is to understand all the services being delivered to the town. Questions to be posed to department heads include: are you doing services you shouldn't need to be doing? Are there other services you think you should be doing? A. Smith will compose a questionnaire for department heads and their responses will be returned to him.

New Business: S. Arndt received an email asking why the meetings were not held in the evening. Board members expressed a matter of convenience. In addition, many of the board members are involved with other committees and have evening meetings as well. It was suggested to hold one evening meeting in late fall as an opportunity for people to attend. Minutes will be posted on the town's website and the GSSC will be set up as a committee on the site to allow the public to see what we are discussing.

Next meeting will be Friday, September 7th, 2:30 p.m. Chief Ford will be invited to attend.

Meeting adjourned at 4:24 p.m.

Respectfully submitted,

Dr. Priscilla C. Gimas, Chair