

**Town of West Boylston  
Shared Services Committee  
May 12, 2008  
Meeting Minutes**

1. **Members present:** Chairperson: Siobahn Bohnson, James Ryan, Elaine Nedder, Allen Phillips, Patricia Altomare, Leon Gaumond, Steve Paige, Cheryl Carlson,
2. **Approval of minutes from April 14, 2008:** Minutes accepted with the exception of the correction of adding Chairperson Siobahn Bohnson to the members present.

**Update – Shared Services Conference with Area Towns:** A letter inviting area towns to the June meeting had been sent out two weeks ago. Other area towns discussed and approved of also inviting to the meeting were Paxton, Rutland and Harvard. Mr. Ryan stated that the combined population of all towns invited to the meeting is approximately 60,000. Our next meeting on June 9<sup>th</sup> will be dedicated to planning the June 16<sup>th</sup> meeting with the representatives with area towns.

Initial **thoughts** on Agenda items:

\*Ms. Bohnson and Mr. Allen to welcome everyone.

\*As an end result, we would like to have a commitment from towns to have a “shared services” framework. This would be due by the end of July/beginning of August. We will develop the timeline and creation of the framework.

\*Begin with what attempts at regionalization has been attempted. (Leon to get information from those that respond.)

\*When one town has a position/service open, they would agree to find a solution and study sharing the position/service with another town or towns within the shared services effort.

**OR**

The town develops an idea or position they wish to explore.

(We need to establish a framework for the above to succeed.)

\*Pros to past regionalization/shared services posted on flip chart paper.

After we hold this meeting we will need to begin to invite the town service providers in for informational meetings.

Mr. Gaumond stated he would develop a packet of information for the June 16<sup>th</sup> meeting.

**Discussion Mission Statement:**

The new draft of the Mission Statement reads as follows:

*“Our mission is to explore potential methods of modifying delivery of services both within the community and among communities, with the intent of improving the level of service and/or to improve the level of efficiency of services for the benefit of the taxpayers of West Boylston.”*

(I did make a slight adjustment to “modifying delivery of services” from the original “modifying service delivery”.)

The statement is to be placed on the June 9<sup>th</sup> meeting agenda for approval from the committee.

**Update – Building Inspector Experiment –**

Sterling asked that West Boylston extend the agreement to the end of May. As the town meeting is in May, it will be extended until then. As of June, if approved West Boylston and Sterling will share the Building Inspector between the two towns.