

**Town of West Boylston  
Shared Services Committee  
August 14, 2008  
Meeting Minutes**

The meeting was called to order at 6:34 p.m.

**Members Present:** James Ryan, Elaine Nedder, Leon Gaumond, Steve Paige, Cheryl Carlson, Patricia Altamore

**Guests Present:** Joe Connelly, Boylston Interim Town Administrator & Rosemary Scrivens, CMRPC

**Approval of Minutes:** Meeting minutes from July 14, 2008 were approved with no discussion.

**Development of Shared Services Framework:** Mr. Gaumond reported that the meeting with CMRPC in July as well as the MORE regional meeting went well. One of the major goals of MORE has been shared services between towns. At the MORE meeting, Ms. Scrivens reported that Grafton is interested in receiving information from West Boylston regarding the Building Inspector "experiment" with Sterling.

On August 15, Mr. Gaumond will be going to the statehouse to inform the Governor of some of the things the state can do to help small towns. Municipal incentive grants as well as asking if someone familiar with municipal laws can assist the Shared Services initiative are two items on the list.

Mr. Ryan stated his concerns regarding the creation and management of a larger-scale proposal. Is that the direction the group should be headed?

Mr. Connelly stated Boylston Selectmen are very interested in shared services. The following is a list of services Boylston is open to sharing: Dispatch, Town Administrator, Building Inspector, Highway/DPW, Insurance, and Veterans' Agent. Within the school department there is a need for facilities manager/head custodian, & IT Specialist.

The question was then posed as to what services the West Boylston Selectmen desire to share with other towns. Mr. Gaumond will be meeting with the Selectmen on August 25<sup>th</sup> at which time he will request specific services they are open to sharing with other towns.

**Report on Building Inspector Issue:** The Massachusetts General Laws prohibit payment for services not rendered as of yet. A revolving account can

only be established at a town meeting. When this is resolved, it is the hope to officially begin sharing the building inspector.

**Shared Services Framework:** Ms. Scrivens stated MORE wishes to start with a small framework and learn as we go through the process. She requested a bullet-point list of the steps taken thus far with the building inspector sharing of services, including difficulties and questions that have arisen.

Mr. Ryan stated the following types of models of shared services:

- a.) contracted services, b.) private model of setting up services, c.) creating a new government entity, i.e. mini-county government, d.) unincorporation of towns.

He had also suggested the Kennedy School of Government as a resource.

Mr. Gaumont suggested a “phantom plan” with a specific example of sharing a Town Administrator to help iron out the legal, economic, and political ramifications.

The meeting was adjourned at 8:15 p.m.

Next meeting: September 25<sup>th</sup> at 6:30 p.m.