

Inter-Municipal Cooperation Committee
Minutes of Wednesday, December 3, 2008 -10:00 a.m.

Location: Truro Town Hall, 24 Town Hall Road, Truro

Present: Sheila Vanderhoef, Eastham Town Administrator; David Schropfer, Eastham Selectman;
Sharon Lynn, Provincetown Town Administrator; Michele Couture, Provincetown Selectman;
Pam Nolan, Truro Town Administrator; Curtis Hartman, Truro Selectman;
Paul Sieloff, Wellfleet Town Administrator; Ira Wood, Wellfleet Selectman; Representative Sarah Peake

The meeting was called to order at 10:04 a.m.

Discussion with Sarah Peake

The Committee discussed with Representative Peake the State's role in reaching their goals of finding ways of doing things better regardless of the costs, and finding ways that can save the town's money. Ms. Peake shared with them that the state just passed legislature to make it easier to enter into inter-municipal agreements. She felt there may be money for regionalizing efforts if she had a concrete idea as to what the need for the funding was for. Then she could go on a hunt for the funding. She can't promise anything, though. Mr. Woods told her that they were interested in sharing supervisory positions in public safety, and would like to do a study. Ms. Peake said that when they get a proposal from a consultant, they should get it to her and she will go to the appropriate state committee. Ms. Vanderhoef felt they should look at the \$2 million in funding given to the CCC for regional issues. Mr. Schropfer thought they should also tap into Mark Zielinski of the County. He went on to share the resistance the Fire Chief's Association of Cape Cod has met with the idea of purchasing the same model ambulance in bulk. Ms. Peake said that with the Fire Chief's Association coming in, she will think about who in the state would be helpful to come down and discuss the possibilities. Mr. Sieloff said that if there were a central clearinghouse, they could share paperwork across the state. Ms. Couture felt that the MMA would be a great contact to learn who is doing what across the state. Ms. Vanderhoef sits on the MMA Board and will find a contact to see what they can do.

Approval of minutes of 10/29/08: Ms. Couture moved to approve the minutes as written. Mr. Sieloff seconded it. Vote: 8-0, unanimous.

Discussion- reply to Commissioner Doherty

Ms. Nolan thought that they should start with the individual towns answering his questions. Mr. Schropfer agreed, adding that they should also share those responses with this group. Mr. Woods thought they should find out what the County is strongest in. Ms. Nolan felt they were very strong in purchasing, and Mr. Hartman added that purchasing was second on the list of things his Board would like to explore. Ms. Nolan is interested in the RFP level. None of the towns have purchasing agents and that is a constant need. Mr. Sieloff shared that a cooperative for tradesmen is going to be available. He recommended that the towns send a representative to the quarterly meetings of county purchasing; he finds them very useful. This sparked a discussion on areas where the County may be helpful, and the areas they should concentrate on first. Some ideas discussed were social services, dispatching, replacement of buildings. Mr. Hartman told them that as far as his Board is concerned, the Police and Fire Departments and the school are not on the table at this time. Ms. Nolan concurred, adding that they are interested in starting with small doable things such as purchasing and IS services. Mr. Schropfer feels that dispatching is viable. The Committee agreed that towns should answer the Commissioner individually, and bring those responses to the next meeting for discussion.

Discussion-Truro fuel truck

Mr. Hartman said that it is a two-tank truck, and they are looking at asking town meeting for tanks so they can buy fuel in bulk. Ms. Nolan added that they are still discussing what to buy in bulk, and for what—vehicles or buildings. There is a lot of research still to do, and there are many costs involved in this as well. The DPW **Inter-municipal Cooperation Committee minutes**

Director is tasked with looking in to this. Mr. Hartman felt that Truro would be ready to report back on this at the January meeting. The Committee discussed some of the possibilities. Ms. Peake suggested looking into the biofuel initiatives.

The Committee discussed other ideas. Mr. Hartman mentioned that Provincetown, Wellfleet, and Truro have been working together on GIS. He thought they should get all their IT Directors to work together on making their systems uniform. It was suggested that the towns join the association of IT Directors called CATMAN (Cape Area Technology Managers). Ms. Couture asked that four-day work weeks be placed on an upcoming agenda as an opportunity to share services.

Discussion on invitation to FinCom

The Committee discussed whether to invite the town's Finance Committee (FinCom) Chairmen to their meetings. It was decided that they would be welcome if they wanted to come and an invitation should be extended.

Upcoming meetings

December 17, 2008 10:00 a.m. - Wellfleet COA; Agenda: Discussion on purchase of ambulances and other equipment, Discussion on County

dispatch services, Discussion on four-day work weeks. Guest: Fire Chief's Association Executive Committee member Chief Glenn Olsen

January 13, 2009 - Provincetown Town Hall; tentative Agenda: County cooperation, funding, and facilitation, Discussion of other county/town regionalization activities, report from Truro on fuel truck, sharing of town's individual answers to Commissioner Doherty. Suggested guest: Mark Zielinski, Barnstable County Administrator

New Business

Mr. Sieloff suggested looking at Transfer Station services. He feels it would be an easy fit. You could close one day a week in one town, and another town would be open on that day and closed on another. They agreed to send each other their town's Transfer Station schedules.

Adjournment

Ms. Couture moved to adjourn. Vote: 8-0, unanimous. The meeting was adjourned at 11:10 a.m.

Respectfully Submitted,
Julie DuPree, Administrative Secretary
Town of Truro