



Town of Wenham

Town Hall
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Selectmen / Town Administrator
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MEMORANDUM

TO: Selectmen
FROM: Peter Lombardi, Town Administrator
RE: Town Administrator's Report
DATE: April 29, 2016

Memorial Day Parade

We will hold our annual Memorial Day parade on Monday May 30 starting at the Buker School at 1PM. The parade will follow its traditional route, stopping at the Veterans War Memorial and Civil War Monument before concluding at the Cemetery on Main Street. All are invited to attend!

Personnel

We will be conducting initial interviews for the Planning Coordinator position next week and are scheduled to hold a public session with the finalists on Wednesday May 11 at 6PM, where candidates will give brief presentations and then answer questions from the screening committee. These final interviews for this position are open to the public and residents are invited to attend.

Training Sessions

Ilana Quirk, one of our land use specialists from Kopelman and Paige, met with the Planning Board on Thursday April 28 to provide some training on best practices in how to process applications, hold public hearings, and make defensible decisions. The feedback was universally positive from this workshop. We plan on hosting a similar session on Thursday May 26 at 6PM for other Town boards, committees, and commissions. While we have specifically invited members of the Board of Health, Historic District Commission, Zoning Board of Appeals, Conservation Commission, and Board of Selectmen to attend this next session, all are certainly welcome.

We will also be organizing another workshop with Kopelman and Paige in July for all Town appointed and elected positions that will cover open meeting law, state ethics, public records compliance, and other general municipal governance topics. These workshops are all offered on a pro bono basis as part of our contract with Kopelman and Paige as Town Counsel.

Potential Shared Services

Finance Director, Angel Wills, and I met with the Finance and Advisory Committee on Tuesday April 26. One item on the agenda that was discussed was the prospective internal

review of certain town services to gauge whether there may be sufficient potential cost savings from shifting to a shared services model to merit some further discussion. At this point, the Committee is looking at the preliminary feasibility of regionalization in a limited number of areas. After they have completed their initial assessment, the Committee plans to present their findings and recommendations to the Selectmen to see if there is policy support to conduct more in-depth analysis of these potential opportunities to regionalize.