

Primary List of Issues and Advisory Recommendations

1. Develop an orientation program for committee chairmen, secretaries and other officers of boards and committees. All new committee, board and commission members should receive a clear statement of the role, charge, mission and other requirements of the group soon after appointment.
2. Strengthen the role of the Finance Committee by enlarging their role as advisors and in long-range financial planning.
3. Examine the structure of the Audit Committee to see if adding at-large members should expand it, and refine its mission and duties.
4. Develop an organizational chart with a clear explanation of the roles and responsibilities of the Planning Board and the NP&EDC and how these boards relate to Town administration and the Board of Selectmen.
5. Continue the practice of requiring each committee to keep attendance records on file with meeting minutes and establish a policy regarding committee attendance.
6. Continue the active review of committee mission statements on a regular basis.
7. Examine the organization and structure of the DPW to see how this department can better utilize its resources to maintain the Town's infrastructure and properties.
8. Include in any plan for Town and County facilities, adequate conference and meeting space for the various public boards and community groups to hold public meetings that can accommodate up-to-date media so as to enhance the public's ability to observe and participate constructively in the decisions of local government.
9. Create a plan to encourage the development of communications skills, including positive public relations skills, throughout all Town and County departments and administration.
10. Audio and, when possible, video broadcast of meetings of key public boards and committees as communications media develops with the objective of improving the ability of voters to make decisions on matters of community importance.
11. Continue efforts toward tighter oversight of the Sheriff's office and budget.
12. We recommend continuation of the Assistant Administrator/Manager position.
13. Tighten job descriptions throughout Town and County departments to clarify responsibilities and accountability.

14. Develop a clear appointment procedure to accompany transfer of appointment powers to Administrator/Manager.
15. Develop a mentorship program for key Town and County officials in order to increase the level of professionalism and increase access to the best information and advice in the decision making process.
16. Study and look for ways to use developing communications media such as on-demand audio and video broadcast over the internet, to record for the public record and involve the public in the constructive decision making process of key boards, committees and commissions.
17. Hire a full or part-time grant writer to seek out grant money available to the community including special programs in the areas of public health, the arts, education and community development.
18. Investigate the pros and cons of retaining a firm or representative to seek federal or state funding earmarked for capital projects that will benefit visitors and residents.
19. Examine staffing requirements within Town and County departments to see how demands for personnel may vary on a seasonal basis to see if there are more efficient ways to utilize the skills of Town and County employees.
20. Hire a technology consultant or full-time Information Technology professional to improve the efficiency and overhaul the Town's communication and information infrastructure including police and fire communications, phone system, computer systems, and Town Website and networking capabilities.
21. Town officials and administration should create a focus group to study the cost and availability of health care available to Town employees and residents with a charge to lay out any alternatives that would provide some level of universal coverage for island residents and more efficient allocation of the Town's resources.
22. Examine the possibility of co-coordinating the application processes and resources of the Building Department, HDC, Health Dept., Zoning, etc. into a "Department of Community Development" that would oversee building and development plans.
23. Institute a complete, professional review and management assessment of the structure of Nantucket's Town government and administration.
24. Publish ATM warrant online, in addition to current charter requirements.
25. Televisе pre-ATM meetings of the Finance Committee and Planning Board.

26. Continue cooperation of the Board of Selectmen, Finance Committee and School Committee in the school budgeting process.
27. Continue to review the process and procedures for making appointments to boards and committees.
28. Develop a policy to avoid conflict of interest when Town employees serve on boards and committees.
29. Review or establish policy on rollover contracts throughout Town government.
30. Encourage increased media coverage of contracts and other public information through direct contact with media outlets to inform them of such items.
31. Maintain a list of interested citizen volunteers for appointment to boards and commissions.
32. Conduct exit interviews with departing employees.
33. Strengthen code enforcement within the Town and County.

Issues considered without positive recommendation:

1. Mayor/Council form of government
2. Representative Town Meeting based on neighborhood representation
3. Run off election in multiple candidate races
4. Paid full time Selectmen *NO*
5. Change housing authority and SSA rep from elective to appointed *?*
6. Increase BOS to seven members with addition of two one-year terms *-NO!*
7. Consider changing time/day of Annual Town Meeting
8. Require 3-person majority for BOS decisions *-NO*