

Minutes -Public Health, Safety and Public Works

June 24, 2026

Harvey Hearing Room 4:30-5:30

Attendees:

Suzanne Swope (Chair)

Paul Riordan (Vice Chair)

Marty Finn (Councilor)

Tony Marino (Town Manager)

Summary:

The Public Health, Safety, and Public Works Committee met on June 24th to discuss performance oversight and continuous improvement issues in the town. The main focus of the meeting was on creating an oversight approach that recognizes strong performance, ensures corrective action when needed, and institutionalizes lessons learned across departments. Tony Marino, the town manager, discussed the development of key performance indicators (KPIs) for each department, which will be rolled out for the next budget cycle. The committee explored ways to publicly recognize excellence, with suggestions including an employee of the month program and better communication of department achievements through social media and community dashboards. We discussed current practices for handling incidents and lessons learned, including the use of the Incident Command System (ICS) for major events and press releases for public communication. The conversation also covered technology improvements, including the planned implementation of Microsoft Copilot to streamline email and public records requests. The conversation ended with updates on upcoming events, including the 250th celebration and tall ships event, including transportation and safety arrangements.

PS. This concludes our Committee's **independently planned** meetings until the Fall. (These discussions included :

- Strategy and Vision
- Transparency and Accountability
- Long Term Planning and Interdepartmental Collaboration
- Recognition, Performance Oversight and Continuous Improvement

I extend my gratitude to all who have participated and shared their invaluable expertise. I am confident that this experience will foster continuous improvement in our communication and organizational practices on behalf of the Town of Winthrop. We will address these topics more in-depth in the fall and spring.

My aspiration is that each department and committee, including the Town Council, establish a comprehensive written vision and mission statement, and measurable goals. These objectives will serve as a framework for accountability, enabling us to celebrate our achievements, acknowledge our shortcomings, and collectively strive to cultivate an innovative, compassionate, and inclusive community that embraces diverse perspectives.

Of course this committee will continue to meet throughout the summer on issues requested by the Town Council President.

In appreciation,
Suzanne Swope Ed.D.
Vice President, Town Council
Precinct 4 Councilor