

TOWN OF GRANBY

Intra-Board Advisory Committee Meeting

September 2, 2014

MINUTES

PRESENT: B. Scott Kuhnly, First Selectman, Ronald Walther, Board of Education Chairman, Jenny Emery (BOE), Ed Ohannessian (BOS), and Kelly Rome (BOF); Ex-officio Members - William F. Smith, Jr., Town Manager and Alan Addley, Superintendent of Schools. Mr. Addley arrived late.

First Selectman Kuhnly called the special meeting to order at 6:00 p.m.

MINUTES

The Committee reviewed the minutes of the meeting of August 26, 2014 before taking action.

ON A **MOTION** by Ms. Emery, seconded by Ms. Rome, the Board voted unanimously (5-0-0) to approve the minutes of August 26, 2014, as presented.

FOLLOW UP ON TECHNOLOGY INFORMATION DISCUSSION

Chairman Kuhnly began the discussion by asking if everyone received the report from Mr. Magoon, the town's IT consultant. Everyone did. Mr. Kuhnly then opened the discussion for comments. Highlights of comments were:

- Concerns regarding a contingency plan for the town's IT consultant. Town Manager indicated copious notes are kept on the town's technology activity.
- Can the IT departments be more efficient if they were working as a combined operation? Pros and cons are being reviewed. Certain aspects of the operations may be better served if combined; for example purchasing.
- Surveys might be conducted to understand IT technology information from a user's perspective. The end users are different on the town and school sides.
- It appears the town is under resourced.
- There perhaps should be a more formalized structure for the IT departments.
- More infrastructure planning should be considered.
- Create opportunities for formal collaboration between the two IT departments.

After a lengthy discussion, the committee concurred to create a proposed charter (plan) to be used by the town and school IT in developing a strategy plan. Ms. Emery agreed to be the lead person for creating a proposed charter and will work with other committee members via email. This charter will focus on staff structure, redundancy, efficiency effectiveness, and cost savings. It will be distributed to the Superintendent of Schools and the Town Manager for review and further handling.

DISCUSSION OF OTHER ISSUES PERTAINING TO IBAC CONCEPTS

Mr. Ohannessian will prepare a draft data document for review and comment by committee members via email regarding maintenance and custodial operations.

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Other concepts in priority order for review and discussion are: Finance, Human Resources, and solar projects. The committee discussed and concurred that solar projects need attention perhaps by a special committee because of land issues and needing comments from the Planning & Zoning Commission and other town agencies. It was noted that when this project begins, the town and school should be part of discussions.

CONFIRM DATE OF NEXT MEETING

The next special meeting of the Intra-Board Advisory Committee is September 30, 2014 at 7:30 p.m. in the Town Manager's Conference Room.

IT and building maintenance discussions will again be part of the agenda.

ADJOURNMENT

ON A **MOTION** by Ms. Emery, seconded by Mr. Ohannessian, the Board voted unanimously (5-0-0) to adjourn the meeting at 7:17 p.m.

Respectfully submitted,

Patricia I. Chieski
Recording Secretary