

TOWN OF GRANBY

Intra-Board Advisory Committee Special Meeting OCTOBER 29, 2015 MINUTES

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

OTHER: Matt Hart, Mansfield Town Manager, Cheri Trahan, Mansfield Finance Director, and Alicia Durcharme, Mansfield Budget Analyst, and Gordon Bischoff, BOF member.

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

The order of the agenda was changed to accommodate our guest speakers from the Town of Mansfield.

The IBAC members and guests exchanged introductions.

TOWN MANAGER MATT HART OF MANSFIELD WILL SPEAK ON CONSOLIDATION OF SERVICES

Mansfield Town Manager Hart presented a slideshow illustrating the integrating school-town operations. Some highlights were:

- The designated partners engaged in operations are Mansfield Town, Mansfield Public Schools, and Region No. 19.
- Overview of the organization structures, pointing out this shared service change began in 2007. The shared service departments and improvements continue. Some of the shared departments are Financial Management, Facilities Management, Grounds Maintenance, and Information Technology.
 - The Finance Department has been shared since 2007. The Finance Director reports to the Town Manager and two Superintendents of Schools. The Finance Director and Budget Analyst are paid from two separate funds.
 - The Finance Director does not perform all the necessary functions for the school side of business. Specifically, the transportation and food service is handled by another individual with the Finance Director overseeing.
 - A management team was established and consists of Town Manager, two (2) Superintendent of Schools, Finance Director, Assistant Town Manager, Wellness Coordinator, and a Broker/consultant.
- Under Risk Management, the town, Mansfield Board of Education (MBOE) and Region No. 19 engage the same workers' compensation and liability carrier, and automobile and property insurance carrier. Also the town and MBOE established a combined employee safety and wellness committee. They conduct safety walkthroughs of town and school district facilities. The Town of Mansfield has been given an award for its wellness program. They have a self-insured pool with approximately 1700 covered lives.

- Pros and Cons
 - Pros
 - Capture economy of scale – significant savings at senior management level
 - Everyone knows where the money is
 - Relationship building – became partners
 - Cons
 - Managerial staff can be stretched thin
 - Loss of some autonomy
 - Assumption of liability (real or perceived)
 - The assumption of liability is a strong mechanism when issues arise or matters gone wrong. This is addressed continually.
- Memo of Understandings (MOUs) are shared among boards and departments. The MOUs define the relationship and agreements between boards and departments. Samples will be provided to the Town of Granby.

Cheri Trahan, Finance Director, distributed a sample of Mansfield Expenditure Budget for General government Finance.

The Town of Mansfield presentation ended at 7:12 p.m. First Selectman Kuhnly thanked them for coming to Granby.

MINUTES

No action was taken regarding the minutes of October 1, 2015.

DISCUSSION ON FINAL REPORT AND MEMO OF UNDERSTANDING

BOE Chairman Walther led the discussion on the rest of the agenda. A motion to table this agenda item until meeting was discussed. It was agreed that members would email reports for discussion on the final report to the Recording Secretary for distribution.

A **MOTION** was made by Ms. Emery, seconded by Ms. Rome, the Board voted unanimously (5-0-0) to table the discussion of the final report and memo of understanding until the next meeting.

CONFIRM DATE OF NEXT MEETING

The next special meeting of the Intra-Board Advisory Committee is November 5, 2015 at 6:00 p.m. in the Town Manager's Conference Room.

The tentative agenda item is discussion on the draft final report and Memo of Understanding by IBAC members.

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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