

## Efficiency Committee Minutes November 14, 2011

NEWMARKET SCHOOL/TOWN EFFICIENCY COMMITTEE  
TOWN OF NEWMARKET  
186 MAIN STREET  
NEWMARKET, NH 03857  
November 14, 2011  
DRAFT MINUTES

Committee Members Present: Al Zink, Bob Coffey, Linda Mantegani, Jennifer Donahue, Todd Berry, Mike Labranche, Eric Botterman, Julie Glover, Cliff Chase, Ed Wojnowski, Larry Pickering, Joan Liporto, and Brian Hart.

Also present were Don Jutton and Mike Branley from MRI

CALL TO ORDER: Al called the meeting to Order at 6:00 P.M.

Al stated that he saw the key reasons for having tonight's meeting were to discuss leadership for the Committee and to discuss the group's priorities. The initially identified short-term priorities were exploring the combination of the following between the School and Town: deliberative / budget session, insurance, and IT/MIS. IT was the functional aspect chosen because it was perceived to be the easiest for the Committee to complete as an early accomplishment.

Linda suggested that the Committee consider a two-tiered approach, with both long-term and short-term priorities and goals. The three goals Al identified seem like good short-term goals, and issues such as facility and water seem like good long-term goals.

Todd asked what the process for the Committee is? How does it work towards achieving the goals?

Eric stated that the Committee has no legal authority but can make recommendations to the School Board and the Council.

Don stated that it is up to the Committee to decide what areas are on the table and how the committee is going to work (ex: in subcommittees).

A discussion was had about regionalized public works equipment, fire, etc. Getting the conversation started with other communities is the first step.

Mike said that Newfields and Newmarket already share ambulance coverage, maybe that is an area where the towns can increase their coordination by sharing fire coverage.

The Committee discussed the importance of beginning discussions with other communities sooner rather than later about wastewater treatment. Bob had with him a past study that looked at the Great Bay area in terms of wastewater.

Bob said that he thought the overall goals of the Committee should be looked at in terms of the approach. Is cutting taxes the principal goal? Is controlling costs the goal?

Eric said that his overriding goal is to do things as efficiently as possible, which is not necessarily the same as doing things as cheap as possible.

Bob said looking at Newmarket School/Town issues might be the best place to start, as opposed to regional-type issues.

Eric said he would be interested in spearheading the regional CIP effort. In 6 months it would be a shame to see that a neighboring town purchased a piece of equipment that Newmarket just bought.

Brian said that he sees the overall goals as save money, improve efficiency, and improve the overall service to the public. He thinks coordinating School and Town finance and accounting should be added to the list of short-term goals. Looking at the police dispatch issue should also be a short to medium term goal.

Don questioned what led to this Committee being formed. Al said it was primarily an interest to better coordinate between the Town and School and also to save money.

Don said that the fewer at risk constituencies the better for some of these tasks; for example, there is nobody losing their job by coordinating the Meetings. In order to establish credibility, the Committee may be wise to go after issues that do not make anyone feel alienated.

A question was asked about if any big ideas came from the meeting with employees- the general consensus answer was no, nothing noteworthy.

Brian emphasized that there is only so much tax money to go around so it needs to be spent wisely.

Al said that he may have a different opinion from others, but the redundancies and inefficiencies he sees are in terms of finance, IT, administrators/educators having to deal with facility issues, efficiencies of the buildings, etc. Educators should be educating, not doing maintenance just because the issue is in their building.

Eric stated that the coordination of the Meetings is pretty much resolved as far as this committee is resolved.

Don said that he and Mike B. would distribute a survey through email to get everyone's opinions. Don questioned if there were any areas where the School and Town share currently- no examples were identified other than that they share the Town Hall office building. Ed said that it is not as though the School and Town employees do not talk.

A discussion was had about the public safety dispatching issue. Don thinks it is too tough of an issue to try to attack this early in the Committee's life. The dispatching issue goes on the list of highly politicized and volatile issues. There is nothing that should be off the table but these types of issues are challenging and can hinder other efforts.

Mike said that if the Committee worries about not dealing with issues that are too political then nothing would get done.

Al reiterated that there were two objectives for tonight's meeting: to name leadership/a chair and to create a list of priorities. Don will survey everyone with some ideas to organize priorities for the next meeting. Al stated that it is important to identify someone tonight as the chair of the committee. Eric suggested Bob. Mike suggested Brian if he is interested since he has experience working with the Town and School. Brian said he will make himself available for Committee work, but he has other obligations and as such does not want to be Chairman.

**MOTION:** Eric made a motion to appoint Bob chairman of the School/Town Efficiency Committee, Brian seconded. Motion Carried Unanimously.

**NEXT COMMITTEE MEETING:** The Committee agreed by consensus to change its schedule to meet on the third Monday of each month instead of the second; next meeting set for December 19th at 6:00 PM.

ADJOURNMENT: Mike Made the Motion to Adjourn. Bob Seconded the Motion.

Motion Carried Unanimously.

Bob adjourned the meeting at 7:00 p.m.

Respectfully Submitted by Mike Branley