

Efficiency Committee Minutes March 26, 2012

NEWMARKET SCHOOL/TOWN EFFICIENCY COMMITTEE
TOWN OF NEWMARKET
186 MAIN STREET
NEWMARKET, NH 03857
March 26, 2012
MINUTES

Committee Members Present: Bob Coffey, Ed Wojnowski, Mike LaBranche, Cliff Chase, Jim Hayes, Brian Hart, Jennifer Donahue, Todd Berry, Larry Pickering, & Charlie Smart

Absent with prior notice: None. Also absent: Eric Botterman, Joan Liporto, & Linda Mantegani

Also present: Mike Branley from MRI and others unknown to the minute taker.

CALL TO ORDER: Bob called the Meeting at 6:00 PM.

MOTION: Cliff made a motion to approve the amended minutes from the Committee's 2/21 meeting, seconded by Mike L. Ed and Jim abstained. Motion passed unanimously.

The Committee appointed Charlie Smart as a full member of the Committee by consensus.

Subcommittee/Workgroup reports:

Accounting/Finance: Jennifer said she and Bob met with Ed and Joan to look at what is done on the Town and School sides. They are continuing to explore how their ideas can be made a reality. The next step is for Joan and Ed to get job descriptions of their staff members. There was also a discussion about the possibility of sharing human resources staffing between the Town and the School—this person could look at insurances down the road. Payroll is another area that might be able to be coordinated. Ed said overall there were some definite positive possibilities, including freeing up Joan from some of the more clerical tasks she has assumed over time. Brian asked about outsourcing payroll, Jennifer said it was a possibility however she wanted to see the job descriptions first. Bob said at this time the accounting systems and chart of accounts would have to stay separate, however there are areas of coordination.

Regionalization: Bob said he knows Brian has been away. Brian said Todd had sent out an email however they hadn't made any headway yet.

Five-year vision: Cliff said the group has coalesced around Cliff, Mike, Bob, Jim, and Ed. He said he wants to try to find a weekend to get together to meet as a group.

Tactics: Larry said he, Bob, and Charlie met to look at the list of things the Town and School can do together. They decided to send their list to the Town and the SAU to go over what they are doing together. Then the workgroup will have a sense of what things can still be done together and present them to the School Board and the Town Council. Bob said there are some areas such as general liability and health insurances that could save Newmarket money without dramatically changing the programs.

Bob asked if anyone had suggestions about how the tactic workgroup might work better. Todd asked and it was confirmed that the questions to the organizations will be more detailed than just finding out if they are doing things together generally.

Charlie joined the meeting at 6:20.

Bob said that Ed had received an email from someone about televising our meetings. The Committee decided that at this time they did not think it was necessary because the concepts are very undeveloped at this time. Meetings are still open to the public and minutes are taken.

NEXT COMMITTEE MEETING: Next meeting set for April 17th at 6:00 PM.

ADJOURNMENT: Ed made the motion, seconded by Jim.

Motion Carried Unanimously.

Bob adjourned the meeting at 6:30.

Respectfully Submitted by Mike Branley