

Efficiency Committee Minutes August 28, 2011

School/ Town Efficiency Committee

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The results of efficiency opportunities suggested by the STEC were presented.

- 1) Develop one insurance program and/or provider for all employees. (health, dental, short term disability, worker's compensation) (4)
- 2) Combine the deliberative session for Town/School on the same day. (4)
- 3) Function consolidation (8)

General (2)

Custodial/Grounds (3)

IT (2)

Purchasing (1)

Consensus on priority of opportunities

- 1) The Committee will focus on insurance as a priority given the fact that there are opportunities to incorporate changes into contracts currently being negotiated. Town and school will work together on plan design alternatives and possibility of a single carrier. We discussed the Budget Committee input; a single basic affordable plan. Joan, Ed, and Julie to meet with 1st benefit consultant Aug 29th and report results to Committee via email.
- 2) Second priority is to combine the Town/School deliberative session on the same day. Attorney Justin will be sending a plan of action to Ed on August 29th outlining the legal issues to combine sessions. Ed will forward to Committee members
- 3) Third priority MIS. Study MIS role being utilized by school, town, police, and fire. Additional systems if any. (Library?) Once description of current systems is available Committee will invite consultants to present potential opportunities for efficiencies. MIS staff will have lists completed by Oct 15th and submitted to Committee.

The Council and School Board will have selected citizen representatives (2 each) by September 15th. Next meeting will be scheduled close to that date at 6:00 PM to introduce new members and bring Don Jutton from MRI to plan specific activities, assignments, and schedules.