

SHARED SERVICES COMMITTEE MINUTES
Thursday- January 7, 2016
Town Hall Meeting Room – 7 pm

1. **Call to Order** – First Selectman Hayden called the meeting of the Shared Services Committee to order at 7:03 pm on January 7, 2016. Present were: Selectman Ziobro, Bob Ravens-Seger (left at 7:21), Tim Butler (arrived 7:20), Rick Granger, Dave McNally. Absent: Superintendent Mahoney and Jim Feeney.
2. **Public Comment** – None
3. **Correspondence** – None
4. **Minutes** - Rick Granger made a motion to accept the December 9, 2015 minutes as presented, seconded by Selectman Ziobro. **Motion Approved Unanimously**
5. **Old Business**
 - a. **Consider Election of Committee Chair** – tabled
 - b. **Review other town’s procedures – Granby, Windsor and Simsbury** – A discussion of the various towns formats was reviewed. It was suggested that a spread sheet be set up to show how other towns handle shared services. The suggestion was made that the Greenwich reporting format may be helpful
 - c. **CCM Information** – A review of CCM information included surveys, shared service opportunities by town and information from Greenwich and Manchester,
6. **New Business**
 - a. **Next Steps** – There was a discussion regarding reporting format and matrixes. Selectman Ziobro mentioned that Enfield does a good job of Shared Services. First Selectman Hayden said he would contact Enfield. There was also a discussion regarding the benefits of a “condo” approach or a comprehensive approach to repairs, appropriate budgeting and whether there were any deferred maintenance issues that needed to be accounted for. It was also suggested that the committee might have to consider two phases such as short-term recommendations for the FY17 budget with a more comprehensive approach in FY18.
 - b. **Meeting Schedule** – the next meeting was set for Wednesday, January 20th.
7. **Public Comment** – none
8. **Adjourn** – Rick Granger made a motion to adjourn at 8 pm, seconded by Tim Butler. **Motion Approved Unanimously.**