

## Facilities Management Study Committee Meeting Minutes

September 20, 2011

Called to order at 4:08 p.m.

Attendees: Anne Blanchard, Carol Gloff, Martha White, David Margil, Paul Joseph, Bill Hurley, Peter Sanchioni

Public/Press: Bob Graham, Jim Lavezzo, Ian Murphy

Agenda:

### 1) Goals and Objectives

- a. School Committee feedback
  - i. Supports the 4 goals; however, the word “consolidation” not included in the Strategic Goals list
    1. School Committee asked to look at different model “documented collaboration”
    2. The Schools’ perspective is that these issues are not ‘pain points’ to the School system
  - ii. Committee discussed feedback of School Committee.
- b. Goals – ALL committee members agree on the four major goals
  - i. Also, agreed to begin to adopt a list of “Guiding Principles”
    1. School Committee requests a principle of “Do no harm” (e.g., to budget agility, to current projects)
  - ii. Discussion focused on the following aspects of proposed approach
    1. Why?
    2. What?
    3. How?
- c. Collectively, the group agrees that MOA should be the “next step” beyond the Strategic Goals and Objectives
  - i. Then, we should revisit the goals and objectives part of the “Strategic Goals and Objectives”
- d. Next steps
  - i. Carol Gloff: Can we go back to our Boards “these are the appropriate strategic goals in the context of consolidation”
  - ii. Motion to accept the column titled “Strategic Goals” as outlined in the Facilities Management Study Committee Discussion Document of Sept 12, 2011 to form the criteria upon which the Board of Selectmen and School Committee will evaluate the feasibility and value of consolidating some/all aspects of facilities management. Motion by Paul Joseph, Seconded by Martha White. **Approved unanimously. 6-0-0 vote.**

- 2) MOA
  - a. As next step, MOA will be crafted by a subcommittee of this committee – idea is to include of one BOS and one SC rep working with reps from both administrations
- 3) Discussed planned attendance of meeting for September 27<sup>th</sup> (Fin Committee and BOS public hearing).
  - a. Issue of Town Administrator tasked with the facilities management study by BOS
    - i. Town Administrator to draft a statement that the report is solely delivered to the Board of Selectmen and is not endorsed by the Facilities Management Study Committee; however, it contains many of the elements that are under consideration by the School Committee.
- 4) Motion to adjourn 5:40 by Paul Joseph; Seconded by Anne Blanchard. **Approved: 6-0-0 vote.**