

Article Six – Committee Meetings
October 13, 2016 Meeting – Minutes Approved 12/19/16

Present: In attendance: Joseph Domelowicz, Barry Greenfield, Suzanne Wright, and Greg McDonald.

Absent: Thomas O’Neill & Mary Ellen Fletcher.

Called to Order: Meeting was called to order at 7:31pm by Chairman Domelowicz

- Committee reviewed minutes from Sept 8, 2016 meeting, BG amended minutes to reflect change in location of Oct 13 meeting. Motion to approve minutes as amended by BG, second by GM, unanimous approval.
- Commenced discussion re tasks from the Collins Report upon which to focus. JD began by reading note Ms Fletcher has sent in her absence – her priority are the recommendations that would have the high cost saving impact – payroll efficiencies, consolidation of town and school services and investigating outsourcing opportunities.
- Tangential discussion between JD and SW re pros/cons and potentials of facilities consolidation and the need to understand/maybe better define DPW/FD relationship
- BG offered his task suggestions by focusing on p17 chart of Collins Report that focuses on what Swampscott spends vs other comparable communities and emphasized that we’re #1,2 or 3 of the top spenders in 7/11 of the categories.
- SW suggestions included, payroll and having 100% direct deposit and no paper entry; and consolidation of some financial functions between school & town. She reminded group that Collins Report did not include the school task – an attempt to redefine the task to focus more on enhancing the flow of financial and personnel information between SPS and TH was not successful, but the need still remains.
- GM agreed direct deposit was a priority. He also suggested more on-line transactions (no user fee, slightly higher payment fee – may make it more palpable – at the least fees charged should be standardized across town services); consolidate SPD and SFD websites with town so not paying for another platform to host; more MUNIS training. GM raised the issue of a longer-term recommendations, BG agreed, ideas – outsourcing; ambulance service in house at Fire Dept.; CFO that oversees one business/budget director at school and town; retirement system – opportunities to change; Chapter 70 – worth chasing the money

Next Meeting: was not scheduled

Adjournment: The meeting was adjourned at 8:20

Minutes submitted by Suzanne Wright