



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Technology Task Force

Shared Services Work Group

Thursday, October 24, 2019, 1:00 p.m.

Engineering Conference Room, Town Hall, 933 Hopmeadow Street

Special Meeting Minutes - Draft

Members Present: Bill Rucci, Larry DiSciaccia, Harald Bender, Liz Peterson, Mark Orenstein

Staff Present: Melissa Appleby

The meeting was called to order at 1:00 p.m.

1) Approval of Minutes

The minutes of September 26, 2019 were approved by consensus.

2) Shared Services Research

The group reviewed the draft list of research questions for the shared services study. There was general consensus around the specific questions in the survey. The group discussed using an online survey tool, such as Survey Monkey. Ms. Appleby will inquire with Mr. Casey as to whether the Board of Education has an existing service that we may use for this purpose.

Discussion ensued regarding the criteria used in selecting towns to survey, as well as the specific list of towns. The current list includes: Avon; Bloomfield; Canton, Granby; Farmington; Glastonbury; Manchester; South Windsor; Vernon; and Wethersfield. Additional suggestions included Plainville, Mansfield, and West Hartford. Ms. Appleby indicated that once the list is final, Town and BOE staff can identify which towns they have direct contacts for and assign the outreach accordingly. For any towns that staff does not have a direct contact, the group will determine who will reach out.

The questions, survey tool, and list of towns will be finalized at the November 4, 2019 Technology Task Force meeting.

Adjourn

The meeting adjourned at 1:50 p.m.

Respectfully Submitted,
Melissa Appleby
Deputy Town Manager