

A **SPECIAL JOINT MEETING** of the City Council and the Board of Education was held in the City Hall Auditorium on Monday, June 18, 2018.

Present were Mayor Elinor Carbone, City Councilors Marie Soliani, Frank Rubino, Paul Cavagnero, Gregg Cogswell, and Fred Simon, and Board of Education members Fiona Cappabianca, Ellen Hoehne, John Kissko, Peter Vergaro, Molly Spino, and Armand Maniccia. Also present were City Treasurer Dan Farley, Personnel Director Mark Dumas, Deputy Fire Chief David Tripp, City Comptroller Alice Proulx, Public Works Director Jerry Rollett, and Fleet Manager Emil Castro.

Councilwoman Anne Ruwet was absent.

Mayor Carbone called the meeting to order at 6:30 p.m. starting with the Pledge of Allegiance.

DISCUSSION OF THE CONSOLIDATION OF FINANCIAL OFFICES

On a motion by Councilman Rubino, seconded by Councilman Cogswell, the Boards voted unanimously to open discussion on the consolidation of the Board of Education and City financial offices.

Mayor Carbone provided a brief background of the City's effort to consolidate the Board of Education and City financial offices. She presented highlights from the Feasibility Study done by the BlumShapiro Consulting Firm and discussed key components of the Initial Itra-Municipal Memorandum of Understanding (MOU), including regularly scheduled quarterly meetings with the City Council and the Board of Education.

Mayor Carbone identified several challenges and opportunities associated with the consolidation of financial offices, including the wholesale relocation of both finance departments, and possibly HR. She also addressed staff training, technology, and the opportunity to refine job descriptions. Councilman Cavagnero questioned the purpose of consolidating the financial offices. Mayor Carbone responded that the primary focus is to improve efficiency.


Mayor Carbone stated that when the Boards meet in three months she will report on the time management software platforms that are currently being considered and stated that she hopes to have a recommendation from the Board of Education HR Director regarding payroll software. She stated that by year end she hopes to set a new target moving date and have a proposal for how much the move will cost and how it will be paid for, including any investment in the additional payroll and time management software. She stated that she also hopes to have an update on current contract negotiations.

Mr. Vergaro emphasized the importance of setting and sticking to a timeline and requested that direct deposit be required for all City employees. Ms. Cappabianca expressed the Board of Education's support for the consolidation of financial offices and stated that the Board recognizes its importance.

ADJOURNMENT

On a motion by Mr. Kissko, seconded by Councilman Simon, the meeting was adjourned at 6:54 p.m.

Respectfully submitted,
Jonathan R. Draper, Asst. Clerk

ATTEST: 
CAROL L. ANDERSON, MMC
CITY CLERK