TOWN OF GRANBY
INTRA-BOARD ADVISORY COMMITTEE
REGULAR MEETING MINUTES
JULY 13, 2026

PRESENT: Mark Fiorentino, First Selectman; Heather Lombardo, BOE Chairwoman and Toby Proctor, Board of Finance Vice-Chairman

ALSO PRESENT: Cheri Burke, Superintendent of Schools and Mike Walsh, Town Manager

ABSENT: None

1. PLEDGE OF ALLEGIANCE

2. INTRODUCTION OF MEMBERS AND OPENING REMARKS

The members of the committee were introduced. First Selectman Mark Fiorentino served as the acting chairman.

3. ELECT CHAIR, VICE CHAIR AND SECRETARY

Toby Proctor was nominated to serve as chairman. There being no further nominations, nominations were closed. By unanimous vote, Toby Proctor was elected chairman.

Heather Lombardo was nominated to serve as vice-chairman. There being no further nominations, nominations were closed. By unanimous vote, Heather Lombardo was elected vice-chairman.

There were no nominations for the position of secretary.

4. ADOPT ROBERTS RULES

By unanimous consensus, the committee agreed to conduct its meetings in accordance with Robert's Rules of Order.

5. ADOPT MEETING SCHEDULE

ON A MOTION by M. Fiorentino, seconded by H. Lombardo, the committee voted (3-0-0) to adopt the meeting schedule submitted to the Town Clerk and meet regularly on the second Monday of each month.

6. NEW BUSINESS

6.I. Draft Goals

Town Manager Walsh and Superintendent Burke presented their draft IBAC goals to the committee.

1. Hire a consultant to assess the ability of the BOE and Town to combine backroom operations (including but not limited to Finance, Payroll, Budgeting, Human Resources, Custodial, and IT).
2. Using the consultant's report, through attrition, move toward one Centralized Administrative Unit between BOE and Town.
3. Upon receipt and acceptance of the consultant's report, the Board of Education will convert existing budget software to ClearGov, or substantially similar,

software to present the education budget in the same format and level of detail as the municipal budget.

4. At all times, decision making during this conversion will be driven by maximizing taxpayer efficiency, streamlining administrative workflows, and optimizing resource allocation without compromising educational quality or resident service delivery.

First Selectman Fiorentino recommended the committee consider the following more general goals for the committee.

1. Improve efficiency
2. Improve customer and constituent service
3. Build resiliency
4. Reduce/Avoid costs

After discussion, the committee unanimously agreed to establish one goal at this time and continue developing additional goals at future meetings. The committee further agreed to include setting the goals as an ongoing, recurring agenda item, using an additive approach to refine and expand the goals over time.

The first goal established by IBAC is:
To understand, identify and eliminate redundancy to reduce costs.

6.II. Shared Service Opportunities

The committee reviewed the RFP responses based on the evaluation criteria outlined in the request:

- Relevant experience
- Demonstration of understanding of services to be provided
- Capacity to complete services in required timeframe
- Cost proposal

ON A MOTION by M. Fiorentino, seconded by H. Lombardo, the committee voted (3-0-0) to invite EASTCONN, Randi Frank Consulting and CliftonLarsonAllen to participate in interviews at the committee's next regular meeting.

Committee members will submit interview questions to the Town Manager by July 31, 2026.

7. DISCUSSION OF ACTION ITEMS FOR NEXT MEETING

The agenda for the next meeting will include:

- Conduct interviews with three consultants
- Continue discussion of goals for the committee
- Public session
- Agenda item recommendations from all members

8. ADJOURNMENT:

ON A MOTION by T. Proctor, seconded by M. Fiorentino, the committee voted (3-0-0) to adjourn the meeting at 7:30 p.m.

The next regular meeting of the Intra-Board Advisory Committee is scheduled for Monday, August 10, 2026, at 6:00 p.m. at the Senior Center.

Respectfully submitted,



Betsy Mazzotta
Recording Secretary