

**TOWN OF WINDSOR
FINANCE COMMITTEE
SPECIAL MEETING
DECEMBER 5, 2016
TOWN HALL – DR. PRIMUS ROOM**

APPROVED MINUTES

1. CALL TO ORDER

Deputy Mayor Jody Terranova, Chair of the Finance Committee, called the meeting to order at 7:00 p.m. with Councilors Randy McKenney and Donald Jepsen present. Town Manager Peter Souza was also present.

2. PUBLIC COMMENT – None

3. DISCUSSION OF CONSULTANT SELECTION FOR DEPARTMENT OF PUBLIC WORKS' ORGANIZATIONAL EFFECTIVENESS AND EFFICIENCY STUDY RFP

Town Manager Souza shared references for the Novak Consulting Group and the Matrix Consulting Group. Councilor Jepsen MOVED and Councilor McKenney seconded that Finance Committee recommend to the full Town Council that Matrix Consulting Group be hired to perform a Public Works Organizational Effectiveness and Efficiency Study.

Motion Passed 3-0-0

4. STAFF REPORTS: None

5. APPROVAL OF MINUTES

a) November 29, 2016

Councilor McKenney MOVED and Councilor Jepsen seconded to approve the unapproved minutes of November 29, 2016 with a change that Novak Consulting and Matrix Consulting have references checked. The motion passed 3-0-0.

6. ADJOURNMENT

Councilor McKenney MOVED and Councilor Jepsen seconded to adjourn the meeting at 7:25 p.m. The Motion Passed 3-0-0

Respectfully submitted by,

Jonathan Luiz, Assistant Town Manager