

Cost Reduction Initiatives

	Concept or Idea	Scope	Time Frame	Estimated Savings
	Turn off Lights	All Town, School facilities	Immediate	
	Turn down Thermostats	All Town, School facilities	Immediate	
	Eliminate Overtime	All Town, School facilities	Immediate	
	Joint Purchasing			
	Energy Books, supplies	All Town, School facilities, AWD?	July 09	
	Office Maintenance Supplies	All Town, School facilities, AWD	July 09	
	ECommerce			
	Accept payments on line	All Town, School facilities, AWD	July 09	
	Pay bills on line, Procurement	All Town, School facilities, AWD	July 09	
	Evaluate joining Group Insurance Commission	All Town, School facilities, AWD	July 10	
	Implement Shared Service Recommendations from Reengineering Study	All Town, School facilities, AWD	July 10	
	Implement Outsourcing recommendations from Reengineering Study	All Town, School facilities, AWD	July 10	
	Evaluate Further Regionalization			
	Schools	Boxborough		
	Emergency Dispatch	Boxborough, Littleton???		