

FY17 BOS GOALS & ACTION ITEMS

1. Town Buildings:
 - a) Define and attain a productive use for the Old Library:
 - ~~Develop a complete picture of market rentals and other financial information by October 4, so that a knowledgeable decision can be made (Alice)~~
 - Review updated Harvard Cultural Collaborative Proposal by October 18 (Lucy/Ken)
 - ~~Work with School Committee to explore options for the Bromfield House by October 18 (Stu/Alice)~~
 - ~~Explore town government uses for the Old Library by October 18 (Ron/Stu)~~
 - Send RFP by Dec 21 (Town Administrator/Ken/Lucy)
 - b) Monitor a successful implementation of the new Facilities Manager position and increased funding (time allocation, comprehensive inventory of buildings' needs) with presentation of a working plan by Feb 28; additional reviews will follow (Town Administrator/Ron)
 - e) Hildreth House:
 - ~~Establish committee to investigate feasibility of moderate priced senior housing by September 20 (Lucy)~~
 - Update and enhance survey data to fully understand senior population needs for Hildreth House by January 3 (Lucy/Alice)
 - ~~The Selectmen update their position on Hildreth House Phase 2 by Dec 6 (Lucy)~~
 - d) If the Upper Town Hall is not used much by the public, take steps to improve by Dec 6 (Ken)
2. ~~Review the Master Plan implementation items for the Selectmen and select ones to add to our FY17 goals (with dates) by July 12 (Lucy).~~
3. Items that should slow the growth of property taxes: (Ken/Alice)
 - a) ~~Help address growing employee benefits costs and retired employee non pension benefit costs (OPEB), by reviewing comparable town's benefits by October 4, as input to the next cycle of employee contracts (Alice/Ken).~~
 - b) ~~Mitigate a near doubling of annual debt service over the next seven years as projected in the capital plan, by reviewing proposed capital spending projects for FY18 and beyond on Nov 1 with this debt service in mind (Alice/CPIC/Town Administrator).~~
 - c) ~~Discuss with the School Committee by Nov 15 continuing to use a portion of Devens funding for capital projects each year, as is being done with the Bromfield parking lot (Alice/Ken).~~
 - d) ~~Maintain a combined Finance Director position for town wide efficiency and transparency, by hiring Lorraine Leonard's replacement by December 1 (Town Administrator/Stu/Ken).~~
 - e) ~~Encourage the use where appropriate of the four pages of "Expendable Trusts and Revolving/Gift" accounts uncovered last year, instead of just requesting new tax funding in this year's funding requests by December 6 (Town Administrator/Finance Committee).~~
 - f) As part of the outreach on the Board's Devens ballot question (goal 5a), by Jan 17 describe the expected impact on taxes of someday resuming jurisdiction on the portion of Devens historically in Harvard (Alice/Ken).
 - g) Review and act on resolutions that would increase local aid, and send them to our representatives, on a rolling as needed basis (Stu)

4. Enable the MAHT to be successful:
 - ~~a) Working with the MAHT, develop a proposal that focuses efforts of the MAHT on funding affordable housing projects rather than initiating projects, with major funding decisions approved by the Selectmen. MAHT would also do monitoring (perhaps with Planning Board), inventory and production plan. proposal to be developed by Sept 20 (Ron/Lucy/Ken/Alice).~~
 - b) Revise MAHT Trust documents to accomplish above by Jan 9 (Town Administrator/Town Council/Ron/Ken/Lucy/Alice)

5. Devens
 - ~~a) Develop a ballot question seeking direction on Devens by July 12 (Ron)~~
 - ~~b) Determine feasibility of a Devens ballot question for the fall presidential election by July 12, and if not feasible propose an alternative time (Town Administrator/Ron)~~
 - c) Develop a Public outreach plan on the ballot question by January 17, and then implement it (Stu/Lucy)
 - ~~d) Explore field sharing arrangement with MassDevelopment by September 6 (Stu/Alice)~~
 - e) Explore regionalization with some Devens DPW resources by February 7 (Alice)

6. Assist the Planning Board with their plans for village development in the Commercial District by January 17. (Alice)

7. Review Town Governance:
 - ~~a) Draft job description for Town Clerk by Sept 20 (Lucy/Town Administrator)~~
 - b) Investigate creation of a Recreation Director position with the Park & Recreation Commission by October 4 (Stu/Town Administrator)
 - c) Develop committee/board/Chair orientation process (handbook, templates for agenda and minutes), include procedures to monitor timely posting of minutes, reinforced by BOS liaison by January 17 (Town Administrator/Ron)

8. Improve communication and outreach with community:
 - ~~a) Review and determine ways to use the redesigned town website for outreach by July 12 (Town Administrator)~~
 - b) Develop program to improve outreach with citizens by January 3 (Alice/Lucy)

9. Revise and update Board of Selectmen Policies and Procedures:
 - a) Update BOS policies for warrant article inclusion and when the BOS takes a position by December 20. (Ron)
 - b) Enhance annual and one-off appointment process by December 20 (Ron)
 - c) Formalize annual review process for the Town Administrator by February 7 (Ken/Town Administrator)

Item due dates shown are at a scheduled Board of Selectmen meeting. Names listed are to lead the item development, and all selectmen are of course involved in the discussion and any decisions at the meeting. All supporting materials need to be submitted to Julie by Thursday noon preceding the meeting.