

**Date: September 22, 2010**

*Date Minutes Approved: September 27, 2010*

## **BOARD OF SELECTMEN MINUTES**

**Present: Shawn Dahlen, Chair; and Elizabeth Sullivan, Vice-Chair.**

**Absent: Christopher Donato, Clerk.**

**Staff: Richard MacDonald, Town Manager; John Madden, Finance Director; and Barbara Ripley, Executive Assistant.**

The meeting was called to order at 4:25 PM.

Ms. Judi Barrett was present to continue the process of developing a strategic plan with the Board of Selectmen.

The purpose of today's meeting was to talk about:

- Internal Strengths and Weaknesses
- External Opportunities and Threats

The following strengths, weaknesses, opportunities and threats were identified by the Selectmen and staff. The items with asterisks were those that the Selectmen identified as most important.

### **STRENGTHS**

Deliver Services  
Blending Volunteer & Staff Efforts\*  
Outreach to solicit/enlist public participation  
Financial Planning\*  
The organization's operations are aligned with culture of the Town  
Attract personnel who feel a connection to this place (Duxbury)  
Service-oriented, make residents feel welcome  
Professionalism\*  
"Civil" conduct of business  
Town Manager Act\*

### **WEAKNESSES**

Save money (live within our means), Continue to work on capital planning\*  
Think we can continue to do the same things with fewer resources\*  
Not aggressive enough/fear of failure or angering power brokers (e.g.:  
Consolidation of Services)  
Do short-range planning well, but not long-range  
Lack of continuity  
Structural Accountability  
Capacity\*

**OPPORTUNITIES**

**Stimulus package**  
**Educated citizenry\***  
**Grants, private foundations\***  
**Favorable financing terms, favorable financial environment\***  
**Economic recovery—increased real estate values = new growth**  
**Transportation, e.g., GATRA**  
**Management of the Beach**  
**The beach generally---attracts people**  
**Crematory**  
**Regionalization of Services (911, Solid waste)\***  
**Commercial Development**

**THREATS (Barriers, constraints, risk factors)**

**School/municipal division**  
**Elected Leadership (biased, uninformed) .....Sometimes the electorate makes a mistake\***  
**State Aid**  
**State Government (E.g.: Seawall, Quinn Bill)\***  
**Economy**  
**Unfunded mandates**  
**Competition, e.g.: cremations**  
**Catastrophic events\***  
**Chapter 40B (strain on services, infrastructure)**

**ADJOURNMENT**

**At 6:18 PM, Ms. Sullivan moved to adjourn the meeting. Second by Mr. Dahlen. Vote: 2:0:0.**