

Falmouth Town Council  
**Annual Retreat Agenda**  
Friday, August 3, 2012

**Location: Falmouth Town Hall – Council Chambers**

**9:00            Opening**

Welcome, Faith Varney, Chair  
Retreat Agenda and Ground Rules, Craig Freshley, Facilitator

**9:10            Four Corners – Warm Up Exercise**

**9:45            Vision for the Town – Initial Ideas**

In five years from now, how should the Town of Falmouth be different than it is now? What should remain the same? We will brainstorm answers to these and related questions to develop a shared vision for the future of Falmouth.

**10:30          Break**

**10:45          Council Work Plan**

On what issues/topics should the Town Council spend its time? Using an interactive visual technique, the Town Council will brainstorm answers to this question. The Town Council will also hear from the staff about their needs for Town Council attention. The input, issues and topics will be organized and prioritized in an effort to arrive at some conclusions about top priority goals and projects.

This part of the agenda will likely result in an “annual work plan,” but there will be recognition that some goals will take multiple years to achieve. In such cases, the Town Council will articulate the long-term goals and the first year objectives.

For the top priority items, as time allows, the Town Council will discuss specific steps and responsibilities including clear directives and charges for boards and committees.

**12:15          Lunch**

1:00            **Increased Efficiency**

How can the Town Council work through issues and make good decisions more efficiently? The Town Council will begin by looking at some “best practices” from our own history and some “past challenges.” What can we learn from lessons of the past? Based on these examples, we will come to some tentative conclusions about how to do things more efficiently in the future.

2:00            **Vision for the Town – Conclusions**

Based on the conversations from the earlier portion of the agenda, the Town Council with guidance from the meeting facilitator, will draft a vision statement.

2:20            **Special Topics**

This is a time to do additional work to finalize conclusions about the Town Council work plan and discuss how the Town Council can increase its efficiency in policy development and decision making processes. There will also be an opportunity to discuss any other special topics which were not discussed earlier in the agenda.

2:45            **Closing Comments**

This is a chance for each member of the Town Council to make a final comment, perhaps a reflection about the retreat or perhaps a particular hope or concern going forward.

3:00            **Adjourn**