

STRATEGIC PLANNING SESSION

Town Hall Meeting Room

Tuesday, June 17, 2014 5:15pm – 7:00pm

The board began by reviewing the FY2014 goals and objectives.

Three goals will be continued to this year:

- Audits by third party or other external entity – all departments
They decided to fund this by adding it to the professional services line item beginning in FY16.
Depending on savings they will handle 1 or 2 departments a year.
Departments to focus on are DPW, Fire, Police and Ambulance.
- Focus on Facilities Manager – ongoing maintenance
Work in progress; continue to work with School Committee and investigate other options.
- Review all procedures, policies and evaluate committees
Revisions to consider:
 - 1) Postponing vote on a new proposal to next meeting
 - 2) Scheduling periodic administrative meetings & question and answer sessions
 - 3) Create event calendar for functions requiring BOS approval
 - 4) Create protocol for regular liaison reports
 - 5) Allowing remote participation

Areas to continue working on are:

- Outbound communication on building project and costs.
- Support of Town Hall project by continuing to follow direction of fall 2013 STM.

Devens:

- Continue participation with JBOS to maintain communication with MassDevelopment.
- Support Master Plan and determination of direction: outline sections describing criteria/issues/questions to address in considering return (or not) of jurisdiction. Fall forum to be held on Devens.

DISCUSSION ITEMS

The board discussed investigating further the current and future needs of the Council on Aging. This will be a goal for the upcoming year.

Stu Sklar said he is working on the Facilities Manager position as a possible shared position with the school maintenance department. The board members discussed other alternatives such as use of the DPW department or procurement for services (carpentry/painting etc.) awarded to a certain individual or company.

Leo Blair said the Municipal Affordable Housing Trust has received input from residents that they are interested in smaller size (empty nester) housing. They discussed having the trust and Master Plan Steering Committee collaborate on this.

The board will approve goals and act on some policy/procedure changes at their July 8th meeting.

The meeting was adjourned at 6:40pm.