



Town of Wenham
BOARD OF SELECTMEN
RETREAT AGENDA
Friday, August 5th
8:00 AM
Wenham Town Hall – 138 Main Street

All audience members wishing to address the Board of Selectmen must go to the podium microphone and give their name & address.

8:00 A.M.

WELCOME: Call to order

ANNOUNCEMENTS

8:00 A.M.

NEW BUSINESS

A. Discuss Town goals for FY2017 and take any necessary action to adopt mutually agreed upon goals.

10:00 A.M.

ANTICIPATED ADJOURNMENT



Town of Wenham

Town Hall
138 Main Street
Wenham, MA 01984

Selectmen / Town Administrator
TEL 978-468-5520 FAX 978-468-8014

MEMORANDUM

TO: Board of Selectmen
FROM: Peter Lombardi, Town Administrator
RE: FY17 Goal Setting
DATE: August 18, 2016

Following up on our annual retreat and goal setting session of August 5, listed below is a summary of the goals and objectives that were agreed to for FY17. Prior to assembling a detailed outline of action items that will help us to achieve our goals, it would be most helpful for the Board to provide some consensus feedback on what the top one or two objectives are within each goal category.

Goal #1: Successful Annual Town Meeting

- Coordinate warrant articles and budget schedule, with focus on understanding policy options in developing FY18 operating budget
- Assemble Annual Town Report document in line with MMA Annual Town Report contest standards
- Create comprehensive budget document that presents achievements, challenges, goals, and objectives in line with Government Finance Officer Association (GFOA) Distinguished Budget Presentation Award standards

Goal #2: Advance Human Resource Management

- Complete comprehensive update of personnel policies and procedures
- Evaluate concept of implementing merit steps for non-union employees based on performance evaluation process
- Develop and execute succession plan for key management positions

Goal #3: Improve Communication

- Continue to improve communication between Town Hall departments/employees, and between elected/appointed officials on Town Boards, Committees, and Commissions
- Continue to improve outreach and provide more information via Town website
- Complete all necessary repairs/upgrades to improve phone system
- Develop and formalize community sign policy
- Continue to improve resident engagement

Goal #4: Initiate Strategic Planning Measures

- Draft and implement 5-Year Capital Improvement Plan (CIP)
- Draft updated Open Space and Recreation Plan (OSRP), including identifying estate properties that may be redeveloped and creating a policy framework regarding Town's role
- Draft updated Joint Recreation Intermunicipal Agreement
- Determine feasibility of expanding shared services and regionalization efforts
- Appoint and support efforts of 375th Anniversary Committee

Goal #5: Facilitate Economic Development

- Examine potential for cellphone towers on public property and improve cellphone reception (especially in West Wenham)
- Develop workable plan to potentially develop Boulder Lane
- Identify Town-owned properties and outline potential disposition plan

Once I have a better handle on what objectives are our collective priorities for the upcoming year, I will develop a comprehensive roadmap that we can review and discuss at a future meeting.