

Adopted December 12, 2016

Revised February 6, 2017

Town Administrator FY17 Goals/Objectives

Human Resources:

1. Revise and distribute personnel policy/Progress on changing the culture
2. Hire consultant to complete, and complete a Classification & Compensation Study

Financial:

1. Continue the development of the Financial Team. This includes tightening financial processes, schedules, and strengthening the teams understanding of each discipline.
2. Coordinate the preparation of the FY18 Budget and May 2017 Annual Town Meeting Warrant with the input of the Board of Selectmen and Advisory Committee.

3. Long Term Borrowing for Make-Ready Project, including Bond Rating.

Buildings/Infrastructure:

1. Assist the Board of Selectmen and Cable Advisory Committee on the Cable TV Franchising process.
2. Assist the Board of Selectmen with making substantial progress on a “Long Term Buildings Plan”
3. Completion of the following projects:
 - Fire Station #2 Roof Replacement
 - Bagg Hall Chimney
 - Progress on the “2nd Floor Records”
 - ~~Complete a Request for Qualifications process seeking an Engineering Firm for Highway~~
 - Information Technology improvements in all departments needing support

Misc.:

Implementation of procedures in concert with the new Public Records Law