

FY 2014 Goals Objectives Update

	GOAL/OBJECTIVE/TASK	STATUS TO DATE
1	Solidify the relationship between the Highway Department and Park and Recreation Department with the intent of formalizing a Dept. of Public Works.	DPW Legislation submitted to Legislature. No opposition from Sewer Commission, Park and Rec. etc.
2	Facilitate plan for use/reuse of Griffins Dairy Property.	1. Secured funding and performed mowing; 2. Secured funding and drafted RFP for removal of buildings; RFP will be out this month.
3	Facilitate the Island Grove Memorial Arch and Legacy Memorial Projects.	1. After 2 bid processes Masonry is under way and should be concluded in September with Bronze Restoration scheduled for early October; 2. Grants obtained through state and donation from Tricentennial group have been secured to fund original project deficit.
4	Complete Labor Agreements with Clerical, Library, Highway/Sewer, and Manager Units.	1. All contracts have been finalized except Managers Unit; 2. Highway/Sewer incorporated document for signature is being completed; 3. Police MOA (not even on the list) approve by Board and master contract document is being updated.
5	Pursue updates and improvements to website.	1. Wayne currently overseeing re-design of the site with Virtual Town Hall.
6	Provide input with regard to Charter and By-Law updates including: town meeting dates, quorum requirements, length of term for Town Manager.	1. Have provided written and verbal input to the Charter Review Committee; 2. Drafted recently approved DPW Act; 3. Have attended several meetings of the Committee and acting as a conduit to departments, boards, and committees.
7	Seek to update the town's personnel by-law and personnel regulations, etc.	1. Engaged 3rd party Human Resources Audit to evaluate overall system strengths and deficiencies; 2. Will be engaging Asst. TM as primary Human Resources "director" in pursuing organizational and policy updates; 3. Obtained funding for creating a Wage & Classification Plan; 4. Will be drafting updated by-law based upon input from audit and reality of so few individuals under current by-law; Working on updating position descriptions.
8	Business assistance: permitting and new business guide; beautification of town business properties (perhaps including education, zoning updates, sign by-law updates, and a business association).	1. Successfully applied for Peer to Peer grant for planning consultation help and draft recommendations in place; 2. Under direction of TM moving forward with recommendations will be another key role of the Asst. TM position; 3. Business guide draft due from OCPC in September.
9	Create prioritized road infrastructure plan.	1. Highway Supt. turnover and organizational change has delayed this goal.
10	Review revenue enhancement opportunities.	1. While there is no easy solution to revenue I have updated my 5 year forecasting "tool" with some assistance from Town Accountant. This is based on model I have used in the past; 2. This is helpful in determining what real opportunities exist with current and possible expanded fee structures rather than focusing on areas that don't really produce much benefit.
11	Create long range capital improvement plan.	1. Updated prior form/process last fall; 2. Created prioritized list that was helpful for town meeting as well as bond rating upgrade; 3. This is will be an on-going annual effort is to institutionalize this process.
12	Seek to develop a fiscally sustainable staffing structure.	See # 10 Above.
13	Deal with existing structural budget gap including historically inadequate snow and ice budget.	1. Staff reductions were avoided in FY 15 but due to limited additional state aid no significant improvements in funding of snow/ice or the Reserve Fund were realized.
14	Review existing Board of Selectmen's Policies to ensure implementation; provide recommendations for adoption of fiscal policies including internal control and investment policies.	1. Review current police book thoroughly as well as recommended policies; 2. Meet with Finance group to determine appropriate Board policies; 3. Pieces of draft policies being reviewed by appropriate FOG members for feedback.
15	Enhance communication with Board and Committees through annual meetings, etc.	1. Ongoing -
16	Other Misc. Tasks: Landfill Capping project; School Construction project.	1. Landfill project ongoing - Waitin for DEP to respond to goal of "no action" on site unless/until the town may seek a secondary post closure use; 2. The Board is already updated on School Building project status.



Town of Abington

500 GLINIEWICZ WAY
ABINGTON, MA 02351

To: Board of Selectmen
From: Town Manager
Date: September 5, 2014
Subj: FY 2015 Goals/Objectives

A majority of the Board has been able to take some time to meet with me to review the progress of FY 2014 Goals as well as discuss possible goals for the upcoming year. Keep in mind that most of the goals set in FY 14 are on-going and will certainly remain on our list. I have attached a spreadsheet with the existing goals along with a status update. If any individual member does not see items below that we may have discussed be aware that this may already be an existing goal listed on the spreadsheet. In addition the following are some common themes that Board members raised that I put forth for your discussion to determine if you wish to adopt these as Board goals and objectives. Some are clearly already in progress.

ORGANIZATIONAL

1. Complete transition to Regional Veteran's District;
 - a. Complete staffing requirements and solidify hours of operation and availability to public in Abington and Whitman;
2. Complete transition to a Department of Public works;
 - a. Monitor and facilitate when necessary efforts to complete approval of special legislation;
 - b. When the time comes organize appropriate effort to recruit DPW Superintendent;
 - c. Integrate the work forces while maintaining the integrity of the Sewer Enterprise and dealing with labor issues involved with possible changes in working conditions;
 - d. Identify clearly the roles of the Park & Recreation Commissioners under the new DPW.

FINANCIAL

1. Adhere to the time table requirements of the Charter;
2. Provide opportunity for Board of Selectmen to participate more in the budgeting review process;
3. Work with the Finance Committee to ensure that their needs are met as it pertains to budget detail and time-lines, early communication of budget parameters;
4. Facilitate the effort to select Fire Ladder vehicle and educate the Board/FinCom on financing options and impact.

GENERAL (some extension of ongoing goals from FY 2014)

1. Focus on updating Board of Selectmen Policies – including Alcohol policy for town property;
2. Facilitate broader use of website by departments, committees and boards for posting minutes, financial disclosure documents, etc.
3. Focus attention on possible improvements to Shaw/Washington/Adams Street Intersection.