

## Harvard Select Board Strategic Planning Session

Hildreth House Porch at 15 Elm Street

Wednesday, May 29, 2024 9am-12pm

*Chair Rich Maiore, Vice Chair Charles Oliver, Kara McGuire Minar, Don Ludwig, SusanMary Redinger*

### Operational

- Hire a new town administrator and ensure a successful turnover of the town administration responsibilities (town administrator/asst. administrator and HR director); including a review of the job descriptions/duties, performance evaluation instruments\* and timeline; and ensure compliance with SB policies and town charter. (SR) (DL)
- Successful onboarding and assimilation of new Town Adm and Asst Town Adm (RM)
- Hire a new Town Administrator and Assistant Town Administrator (CO)
- Create a collaborative approach to share information; manage budget creation/management/changes; and resolve issues between town administration, Select Board, Finance Committee and the School department (SR)
- Improve relations between Town and School (CO)
- \*Incorporate 360<sup>o</sup> HR Software to ensure there are fair and appropriate measurements of municipal employees' performance (KM).

### Public Engagement

- Fill all open board/committee vacancies and implement ways to create a sense of value and appreciation for town volunteers (SR)
- Review the Charter to identify provisions that may be amended/added/deleted, draft proposed changes for 2025 ATM. (KM)
- Develop strategy to increase number of volunteers for Town Committees (RM)

### Major Projects

- Athletic Fields complex (DL)
- Identify and secure funding sources for land and development of 1-2 additional athletic fields (RM)
- Continue to move the Fields acquisition and development process along (CO)
- Secure land for future fire station (DL)
- Identify land suitable for new Fire/Ems station (RM)
- DPW Building project (DL)
- Develop SB strategy regarding Devens disposition/jurisdiction before rezoning and new housing. (KM)
- Make concerted effort to persuade State/regulatory officials to require National Grid to expand capacity (KM)

### Action Items

- Summer schedule, and confirm FY25 SB scheduled meeting dates
- Finalize date for the Spring 2025 town meeting

*Next regular Select Board meeting will be held on Tuesday, June 4, 2024 at 7:00pm*