

Posted 6.5.2019 at 1:00pm by JAD
Harvard Select Board Strategic Planning Session
Shaker Hills Country Club
June 12, 2019 9AM-12Noon

Annual Town Meeting/Election (Debrief & Planning):

- a) What worked?
- b) What didn't work?
- c) How improve next year turnout/participation?
- d) Set date and location (change?) for 2020 ATM/Election?
- e) Set summer schedule.
- f) All Boards meeting dates (seek input from committees/boards prior)
- g) Set reasonable expectations/goals for what we can accomplish this year.
- h) Set aside time at meeting in November to assess how the year is going, how well we are doing and how we may want to tweak our goals for this year, etc; especially as we begin FY21 budget season and hear from town boards/depts.

Policies & Procedures:

- a) Any need for amendments?
- b) Agenda procedures - Dropbox, hard copies?
- c) SMART & Transfer Station Rules & Regulations?
- d) Review of all license/permit fees Need to review and revise (holdover from many years ago)

Support for on-going major efforts: *(Set estimated timelines)*

- a) HH Phase 2?
 - i. Decoupling Hildreth Phase II & Housing @ Hildreth House (monetarily)
- b) H @ HH?
- c) Harvard-Devens?
- d) SMART program?
- e) HES?
- f) Master Plan:
 - i. Revisit Master Plan to ensure BOS led items are on/will be task/time
- g) Facilities Manager next steps:
 - i. Repost the position
 - ii. SB member to participate along with Tim Kilhart in interview process
- h) Disposition of Bromfield House
- i) Capital Projects: Review current CPIC schedule to see if want to revise.
- j) Open Space: Preserving open space is a priority, BOS needs to determine who is identifying/prioritizing lands which the town in going to own. HCT is de facto leading this rather Cons Comm. Is this the best approach?
- k) Technology expansion.

Communication:

- a) Need to develop and implement a communications plan. (holdover from last year)
- b) BOS to residents and Town boards to town boards.
- c) Review Board/Committees (how many?)(appointments – in relation to communication)

Playing Fields:

- a) Select Board, Park & Rec, Schools and DPW work together collectively to develop a comprehensive long-term plan for fields and recreational facilities in the Town.
 - i. The plan should include operating procedures, maintenance, annual costs, and a long-term capital plan for improvements and new facilities. Also, options for including Devens facilities and operations with and without a paid Director of Park & Rec should be presented.

Ayer Road:

- a) Work with Director of Community and Economic Development and the Planning Board on a mission/vision for the commercial district, including potential necessary capital improvements to achieve the outlined goals.
- b) Ensure BOS lays out a vision for the scale/scope of roadway improvements and accelerating the zoning and economic improvements; gaining neighborhood support; working with PB and others.
- c) Establish working group with PB and Chris to frame vision (as may inform future upgrades to Ayer Rd) (holdover from last year)

Fiscal Needs of Taxpayers:

- a) Continue to be fiscally responsible in managing the Town's financial affairs, from outlining goals for the annual operating budget to planning for longer term investments and liabilities.
 - i. Going green
 - ii. Fee & rental revenues
 - iii. Recreation Director
- b) Shift of insurance split between Town and Employee.
- c) Fin Com booklet add advertising to help pay for printing and mailing