

# Southborough Select Board Goals for FY24\*

The following goals, adopted at their June 13, 2023 meeting are taken from the posted minutes (*with my edits for clarity.*)

## Administration/Operations (*5 goals and 2 tasks*)

- **Committee Simplification and Streamlining** (eliminate overlap and moot committees)
- **IT updates** (leveraging Municipal Technology Committee expertise) Website update completion, Cloud operation transition, Enhance cyber security, Additional senior IT hire.
- **Enhance public communication** newsletters, approved social media etc.
- **Develop plan for Regional Fire and Police Dispatch** including cost benefit, town forums and surveys. Educate residents about cost-benefit and optimum efficiency of all options
- **Find a better way to track ongoing projects** (e.g. Agile) so that all Select Board members can access info timely without making separate calls
- **Additional tasks for FY24**
  - Compliance HIPAA compliance review/updates (federal requirements for handling of confidential medical/health information), ADA (Americans with Disabilities Act) compliance
  - Deal with Oak Hill truck issue

## Finance (*6 goals and 4 tasks*)

- **Reform Capital Equipment funding** Move to activity specific capital funds like the Town House account and the Building Capital Maintenance Fund
- **Assess Bonding unfunded pension liabilities; pursue special act**
- **Increase CPA (Community Preservation Act) surcharge to 3%**
- **Develop plan for contracted service of Grantwriter(s)** target focus area(s)
- **Expand financial projection model to 10 years to include Neary project**
- **Ask DOR to do combo financial management and financial policy review**
- **Additional tasks for FY24**
  - Identify 1-2 realistic new options for increasing non-tax revenue sources by end of December
  - Complete the designation of ARPA funds so that all funds have been committed by 6-30-24
  - Build a Financial/performance Model of Dispatch Options
  - Develop/update 5 year projection of operational and capital budget by early September, which includes projections of potential impact of new Neary school building project

## HR & Organizational Development (*4 goals and 1 task*)

- **Enhanced staff training**
- **Abolish Public Works Planning Board** requires a special act of state legislature

- **Support revision standardization or Job descriptions by Personnel Board**
- **Create policies manual, and handbooks for Depts and employees**
- ***Additional tasks for FY24***
  - Performance review process update

#### **Community Development** (*4 goals and 2 tasks*)

- **Affordable Housing development** Get all the money into the AHTF (Affordable Housing Trust Fund), through annual warrant article; Restructure AHTFC/SHOPC (*Affordable Housing Trust Fund Committee/Southborough Housing Opportunity Partnership Committee*) to be more effective (makeup of the committee)
- **Closely monitor 120 Turnpike Road potential 40B application** in Summer 2023 and also investigate its appropriateness for Local Initiative Program under Chapter 40B
- **Improve communications with business community, focus on key properties** support EDC and new EDC Coordinator to diversity tax base; obtain report from new EDC coordinator to Select Board by end of December on promoting/retaining downtown businesses
- **Fully staff Tricentennial Committee** by end of October with first report to Select Board regarding recommended next steps completed by end of December
- ***Additional tasks for FY24***
  - Plan for support of increasing senior population
  - Educate residents about affordable housing requirements, and solicit resident input about solving the demands Town currently faces from State mandates.

#### **Infrastructure** (*5 goals and 6 tasks*)

- **Design overall town plan for Sidewalk & Roads network**
- **Develop/implement potential Town Center historic project** (Old Burial Ground, Town Common, St. Mark's Street park completion)
- **Finish all work on Hopkinton Water Connection agreement** that includes the IMA (Intermunicipal Agreement), Zoning Board of Appeals special permit for the Oak Hill tower, and Oak Hill neighborhood meeting to demonstrate impact of proposed new tower
- **Carrying cost & determine future use of 21 Highland Street property**
- **Analysis of current and future cemetery space, including Old Burial Ground**
- ***Additional tasks for FY24***
  - Facilities plans: School facility (Nearby decision), Library facility, Community Center plan
  - Need IMA (Intermunicipal Agreement) for Algonquin tennis courts to ensure debt is allocated correctly
  - Finish and name the pocket park at St. Mark's Street
  - Complete Senior Center addition
  - Deal with Flagg School building
  - Install LED streetlights