

FISCAL YEAR 2021 GOALS OF THE GROTON SELECT BOARD

While the Select Board has set several goals for this year, a majority of their time and effort (as well as the Town Manager's) will be focused in FY 2021 on managing through the Pandemic/State of Emergency and Union Contract Negotiations.

**1. Review Existing Committees
Select Board Member Assigned –**

Goal: Conduct a review of and make adjustments to all existing committees under SB purview. Review based on membership count & meeting frequency. Review charge and 'output' relating thereto & make adjustments as needed & combining committees where/if this makes sense. Review overall committee structures and efficacy

Measurable Benchmark: A sub-committee is formed made up of members of the Board, the Town Manager and the Executive Assistant by October 1, 2020. A thorough review and recommendation on what Committees are to continue and what are to be disbanded is made by February 1, 2021.

**2. Review Trainings Offered to Employees
Select Board Member Assigned –**

Goal: Conduct a review of trainings offered to employees upon hire and an on an ongoing basis. Determine which trainings are mandatory and determine if the process of finding programs is management driven. Determine if trainings are related to specific topics of concern to management and the community.

Measurable Benchmark: A sub-committee is formed made up of members of the Board, the Personnel Board, the Town Manager and the Human Resources Director to review all trainings offered by October 1, 2020. A listing of trainings is created and approved by the Select Board by March 1, 2021. The trainings are to be reviewed annually by the Town Manager and Human Resources Director.

**3. Understand Options and Alternatives for Affordable Housing
Select Board Member Assigned –**

Goal: Use the information in the Housing Production Plan regarding available town-owned land, and work collaboratively with the Affordable Housing Trust to take steps toward increasing the number of Affordable Housing Units in Groton.

Measurable Benchmark: A workshop between the Select Board and Affordable Housing Trust is scheduled by January 1, 2021 to review the issue in more detail, with the expectation that a formal plan is adopted by both Boards by the 2021 Spring Town Meeting, with the ultimate goal of creating new affordable housing units within three years.

**4. Assess Long Term Needs of Prescott School
Select Board Member Assigned –**

Goal: Assess Prescott long term needs and identify options to move forward. Develop renovation cost & construction duration. Develop Funding Sources.

Measurable Benchmark: Prior to going out to bid for a new long-term lease of the Prescott School, the Select Board, in conjunction with the Prescott Oversight Committee, determines what, if any, changes need to be made to the RFP.

**5. Review Town's Participation in Community Preservation Act
Select Board Member Assigned –**

Goal: Continue Review with the Community Preservation Committee to determine if Town will continue to participate in the Community Preservation Act.

Measurable Benchmark: Schedule a second workshop with the Community Preservation Committee by December 31, 2020 to follow-up on workshop held in the Spring of 2020. Decide if an Article will be placed on the 2021 Spring Town Meeting Warrant and Election to end the Town's participation in the CPA, or change the percentage is warranted.

FISCAL YEAR 2021 GOALS OF THE TOWN MANAGER

1. Union Contract Negotiations

Goal: Determine guidance for Town Manager on upcoming negotiations, including whether or not to have a member of the School Committee participate in advisory discussions with Town Manager.

Measurable Benchmark: Schedule guidance meeting with Finance Committee and Town Manager by October 1, 2020. Develop strategy for the upcoming negotiations prior to Town Manager starting negotiations with all seven unions.

2. Review and Update Traffic Rules and Regulations

Goal: Review and update Chapter 266, Traffic Rules and Regulations, of the Code of Groton since the last update was in 2009. Update and confirm all new streets, as well as their speed and traffic control signage. Ensure traffic signage on the ground matches the traffic signage called for in Chapter 266. Review all speed regulations and bring them up to date, as well as parking violations and fines.

Measurable Benchmark: Establish a sub-committee made up of a member of the Select Board, Town Manager, Town Clerk, Executive Assistant and Police Chief by September 1, 2020. A thorough review and update of the existing Rules and Regulations is presented to the Select Board for a public hearing by March 1, 2021. The revised rules and regulations are adopted by the Select Board by June 1, 2021.

3. Develop Strategy to Address Long Term Disability

Goal: Explore ways to prepare for, and cover the costs of, long-term employee absences, via insurance, or other methods of setting funds aside to pay for these costs.

Measurable Benchmark: Town Manager and Human Resources Director develop a plan/strategy for ways to pay for long-term absences and present it to the Select Board for adoption by December 31, 2020.