

TOWN CLERK, ACTON

**June 25, 2012**  
**Goal Setting Meeting**  
**Police Chief's Conference Room**

Present: Ms. Harting-Barrat, Ms. Adachi, Mr. Gowing, Mr. Clough and Mr. Sonner. Town Manager Ledoux and Ms. Early were present. The meeting was not televised.

Meeting called to order at 6:36 PM with several issues on the posted agenda to be addressed before the Board begins discussing Goals.

**1. SELECTMEN TO CONSIDER AUTHORIZING INSERT INTO FIRST QUARTER TAX BILL**

The Board reviewed an insert from the Acton Nursing Service regarding the right to choose a nursing service. The Board was concerned with the wording of the proposed insert as it might be confusing. Mr. Gowing -Moved to approve the insert, provided the Town Manager rewords the insert. Mr. Clough – second. UNANIMOUS VOTE

The Town Manager also reported that School Committee member, Xuan Kong, has requested that an insert into the tax bill asking for public input on the K – 6 Regionalization Study. There will be no additional cost for postage. Mr. Clough- Moved to allow the insert, provided it is acceptable to the Town Manager. Mr. Gowing – second. UNANIMOUS VOTE

**2. APPOINTMENT of MEMBER TO OPEB WORKING GROUP**

The Town Manager reported that at the most recent ALG Meeting, the ALG agreed to form an OPEB Working group to develop a long range strategy to deal with the unfunded liability. Membership will include a member of the Select Board, School Committee, Finance Committee, Town Staff and School Staff. The group will meet after the FinCom subcommittee on OPEB has done their fact finding. Mr. Gowing - Moved to appoint Mr. Clough as the Board's representative. Mr. Sonner – second. UNANIMOUS VOTE Mr. Sonner indicated his interest but will be on vacation during some of the meetings.

**3. ANNUAL GOAL SETTING**

**RESULTS OF ANNUAL GOAL SETTING**

Goals were divided into Short Term and Long Term. Short Term being defined as something that can be accomplished within the year and Long Term taking more than one year to accomplish. All goals were considered and finalized by utilizing the Nominal Group Technique (assigning numeric values to choices). The results were as follows:

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Board of Selectmen's Goal Setting Meeting

Final

### SHORT TERM GOALS

1. Develop Long Term Financial Strategy with FinCom and Schools, including a Capital Plan and OPEB Strategy ( 14 points )
2. Perform a Space Needs Study (11 Points)
3. Develop a Succession Plan for Employees as well as Town Board Members (7 Points)
4. Quarterly Review of Selectmen's and Departmental Goals (5 Points)
5. (Tie) (4 Points)
  - Increase Ease of Access to Financial Information
  - Clean Up Board of Selectmen's Policies and Improve Ease of Access to All Town Policies
  - Increase and Improve Town Meeting Participation and Process
  - Add More Police Officers and Hire Deputy Chief

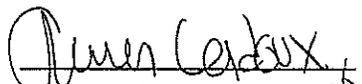
Other items receiving consideration: Role of Design Review; Senior Center Expansion; Approver Sign Bylaw Changes and Develop Transition Plan to Enforce; Implementation of Morrison Farm Plan; West Acton Parking Needs Assessment; Equipment Storage for Town Equipment, including acquiring Harris Street site; Permit Software in Place by End of FY 2013; Install Solar Panels on Landfill.

### LONG TERM GOALS

1. Develop Regional Transportation Plan (20 Points)
2. Develop Sewering Policy (9 Points)
3. (Tie) ( 8 Points)
  - Regionalize Emergency Dispatch
  - Implement Kelley's Corner Plan
  - North Acton Fire Station
4. Increase Number of Volunteers as well as candidates for Elective Office ( 7 Points)
5. (Tie) (4 Points)
  - Explore Post South Acton Train Station Construction Traffic Mitigation
  - Build Rail Trails

Other Items Receiving Consideration: Implement Strategy for Transfer of Development Rights; Regionalization of Health Services; Regionalization of Other Services such as COA and Public Housing

Mr. Sonner - Moved to adjourn meeting @ 9:30 PM. Mr. Clough -- second  
UNANIMOUS VOTE

  
Steven Ledoux

  
Clerk, Board of Selectmen  
2/25/13

June 25, 2012

Board of Selectmen's Goal Setting Meeting

**Town of Acton**  
**BOARD OF SELECTMEN**

June 25, 2012

6:30 p.m.

Public Safety Facility  
Chief's Conference Room  
Main Street

**MEETING AGENDA**

1. **SELECTMEN TO CONSIDER AUTHORIZING INSERT INTO FIRST QUARTER TAX BILL**
2. **APPOINT A SELECTMEN MEMBER TO THE OPEB WORKING GROUP**
3. **GOAL SETTING**  
Discussion of Goal Setting for Fiscal Year 2013