



TOWN OF MEDFIELD

Office of the **BOARD OF SELECTMEN**

TOWN HOUSE,

459 MAIN STREET
MEDFIELD,
MASSACHUSETTS 02052-0315
(508) 906-3011 (phone)
(508) 359-6182 (fax)

Kristine Trierweiler
Town Administrator

Board of Selectmen

Gustave H. Murby, Chair
Osler L. Peterson, Clerk
Eileen Murphy, Third Member

Town Administrator Goals July 1, 2022 to June 30, 2023

Goal: Develop strategies to increase public participation and ensure that citizens have the opportunity to be actively engaged in planning and implementation of services.

- A. Finalize Committee Handbook to reflect the most current information on the roles and responsibilities of committees and their members
- B. Work with Town Moderator and Town Clerk to develop a Town Meeting 101 Session
- C. Town Administrator Monthly Office Hours
- D. Monthly Written Town Administrator Reports
- E. Conduct survey of existing Board/Committee members

Goal: Identify and advance opportunities for cooperation between Town departments, Medfield Public Schools, neighboring municipalities, non-profit organizations, and regional governments as ways to improve services and reduce costs.

- A. Investigate opportunity for a Human Services Department
- B. Develop a Building Grounds and Open Space Maintenance and Improvement Plan Proposal
 - a. Identify responsibility for building grounds, open space, and recreational parcels
 - b. Prepare maintenance plan for all identified locations

Goal: Continue to manage town finances in a fiscally prudent manner that strikes a proper balance between the funding of important town services and affordability for taxpayers.

- A. Present final ARPA project plan

- B. Submit FY2023 Budget for approval to the Government Finance Officers Association (GFOA)
- C. Capital Plan presented to the BOS prior to December 1, 2022
- D. Oversee the development of an Annual Grant funding report to the BOS by June, 30, 2023
- E. Continue to work with and support the new Elementary School Project Committee

Goal: Provide support for implementing economic development initiatives and promote local businesses.

- A. Written Board of Selectmen Policy for liquor licenses
- B. Identify Funding Source and implement Wayfinding Project identified in the Local Rapid Recovery Grant
- C. Develop and Finalize *Welcome to Medfield* Local Business Landing page

Town Administrator should continue to work to carry out Board of Selectmen Goals.