



## TOWN OF MEDFIELD

*Office of the*  
**BOARD OF  
SELECTMEN**

**Board of Selectmen**  
Gustave H. Murby, Chair  
Osler L. Peterson, Clerk  
Eileen Murphy, Third Member

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

**Kristine Trierweiler**  
*Town Administrator*

### **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.**