

SELECTMENS' WORKSHOP
Minutes of 05/12/08
4:00 p.m.

Selectmen:

Peter F. Brothers, Chairman
Miller C. Lovett, Vice Chairman
Robert C. Flanders
Charles G. Palm
Colette Worsman

Town Manager:

Carol M. Granfield

Recording Clerk:

Karin Landry

The Workshop was opened by Chair Peter Brothers at 4:00 p.m. The Chair introduced the Board and the Town Manager.

W 08-26 Goals

The objective of the workshop is to review the Town's long-term goals from a broad prospective. Doing so will give the Town Manager and department heads direction in terms of working on action plans to accomplish those goals. The goals are not listed in order of the highest priority. Additional goals may be added to the list.

Goal #2: Improve Department Efficiencies to Contain Costs. Dialogue ensued regarding the affect of severe winter weather on Department Efficiencies. There were additional costs related to overtime and supplies, as well as increased fuel costs. Cost containment and staff needs should be evaluated on an ongoing basis during the course of the 12-month budget period. The Board supports cross training intra and inter-departmentally. The Town Manager will generate a listing of the cross training that is currently taking place in various departments. Selectman Lovett suggested a training development plan for employees that are tied to the evaluation process. Selectman Worsman suggested involving employees in identifying efficiencies relating to time, personnel, and funding. This would also be tied to the evaluation process. The Chair suggested including various committees in identifying efficiencies.

Selectman Palm proposed a special 2008 short-term goal to review significant budget variances and determine alternatives to offset such variances. The Chair spoke in favor of adding the short-term goal as a sub category under an existing goal. Selectman Flanders suggesting adding it to Goal #2, Improve Department Efficiencies to Contain Costs. The Town Manager told the Board that certain steps are already being taken to address over expended line items. Bids for resurfacing roads will not go out until it is determined what can be accomplished this year. The Board was in agreement that the budget should be reviewed as soon as possible.

Goal #5: Develop an Information Technology (IT) Master Plan Program. The Board will be updated on the progress of the IT Master Plan and the GIS system at an upcoming workshop. The presentation will include how technology is being utilized and how it will tie into budgetary costs.

Goal #3: Enhanced Town Communication. A resident expressed a desire to Selectman Worsman to be better informed on upcoming projects, including their timeline. Selectman Worsman suggested the use of the annual report or newsletter to communicate this information. She would like Enhanced Town Communication to remain on the list of Goals.

The Town Manager told the Board about public sessions she coordinated in the past that gave everyone an opportunity to share ideas. The sessions were well attended and effective in identifying better ways of doing many things. The Board was receptive to the idea.

The Town Manager will update the subcategories under the goals to reflect what has been accomplished at this time.

Goal #10: Maintain a Viable and Sustainable Community. In view of the Page Pond Project, there will be no budgeted funds for open space for the next five years. The Board would like the community to embrace the open space concept and keep it in focus during that time.

Dialogue ensued regarding continued attention to the water system. Although the water and sewer system falls under Goal #1, Protecting Water Quality of the Town's Water Supply and Meredith Bay, there should be a focus on the water and sewer system as a priority, separate from general water quality. Once a recommendation is made on the system, it will then move into Goal #7, the Capital Improvement Process.

Goal #8: Revision of Road Standards. Dialogue ensued regarding the opportunity to review road standards and planning and zoning ordinances during the slow down in growth that is taking place at this time. Selectman Lovett suggested adding a goal to involve a larger number of people in thinking about the direction the community is going. Doing so would ultimately impact what the Planning Board brings forth.

Goal #10: Maintain a Viable and Sustainable Community: Selectman Flanders suggested adding a bullet to #10 to update the Master Plan. Selectman Worsman cautioned not to create budgetary issues by adding additional goals that need to be accomplished in any one year. Selectman Palm added that the Master Plan must be tied to the Service Area. The Board was in general agreement that the subcategory should be added to Goal #10.

Goal #9: Development of Workforce Housing. The Board agreed that development of workforce housing is an ongoing goal and that the wording of the title should reflect that.

Selectman Lovett would like the goals to be expanded to include an operational plan for the first two years that identifies who is responsible for accomplishing the goal and a timeline for doing so.

Resident Jim Hughes spoke in favor of adding bullets that indicate what has been accomplished to the goals. He suggested the use of alternative road surfacing methods that are less costly.

Chris Williams of the Greater Meredith Program updated the Board on the garden project at the Community Center. A charette was held, and five architects volunteered to help with the design of the garden. If a contractor were hired, the budget for the project would be \$40,000 - \$45,000. Various landscape companies, farms, and nurseries expressed an interest in participating in the project. A number of community members are interested in donating money or volunteering time. There is an opportunity for Inter-Lakes High School and Plymouth State University to be involved in the project. Jeannie Forester is the contact person for the project. The garden should be implemented by September or October. The garden will include native plantings that do not require a lot of irrigation or maintenance. The Garden Club has expressed a willingness to help with the maintenance. Fundraising will take place for additional maintenance.

The Town Manager told Mr. Williams that the Town is in support of the project as long as it doesn't involve costs to the Town.

Mr. Williams told the Board that the Greater Meredith Program Design Committee is very close to having the Façade and Site Improvement Program ready to launch. The application form should be ready within the next 1-2 months, at which time the Program will be accepting projects.

Selectman Flanders motioned to adjourn the meeting at 5:25 p.m. Seconded by Selectman Palm. 5-0. All in favor. Motion passed unanimously.

Respectfully submitted,

Carol M. Granfield, Town Manager

Peter F. Brothers, Chairman

Karin Landry, Recording Clerk

Miller C. Lovett, Vice Chairman

Robert C. Flanders

Charles G. Palm

Colette Worsman