

# **Fiscal Year 2024 Board of Selectmen Goals**

Adopted June 27, 2023

## **Mission**

The mission of the Town of Halifax Board of Selectmen is to provide high quality, efficient and cost-effective municipal services to ensure the safety, education, and well-being of the community.

The Board of Selectmen, as the chief policy makers for the Town of Halifax, with support of the Town Administrator, will provide leadership to achieve the mission of the Town. The Board will recommend budgets and adopt specific goals and objectives directing the Town administration and will evaluate the performance of the Town's staff in achieving its goals and objectives.

## **Goals**

### **1. MAINTAIN SOUND FISCAL HEALTH WITHOUT OVERRIDES. IDENTIFY STRATEGIES TO BALANCE BUDGET WITHIN CONSTRAINTS OF PROPOSITION 2 ½, NEW GROWTH AND LOCAL RECEIPTS**

Key Actions:

- Develop strong financial policies and identify and analyze data and trends that will impact the Town's future (economic, development, demographics, environmental, etc.)
- Develop a capital maintenance and improvement plan to optimize service levels and taxpayer expenses.
- Institute Financial Forecasting to show 5-year budgetary projections and use this information to evaluate the sustainability of existing and future service levels.
- Work with the Department of Revenue to conduct a Financial Management Review.
- Negotiate contracts that balance financial realities with goals for effective, efficient delivery of services.

## **2. LONG RANGE STRATEGIC PLANNING**

### Key Actions:

- Secure funding to engage the services of a consultant to begin the process of developing a Master Plan for the Town of Halifax.
- Review the organizational structure of the Town and recommend changes to bylaws and policies to create a more efficient and centralized operational structure.
- Support the efforts of the Zoning Bylaw Review Committee to accurately update the Town's Zoning Bylaws to meet current legal standards and municipal best practices.

## **3. EVALUATE CURRENT TOWN WIDE SERVICE LEVELS IN ORDER TO IDENTIFY POTENTIAL OPERATIONAL AND ORGANIZATIONAL EFFICIENCIES, AND TECHNOLOGY ENHANCEMENT OPPORTUNITIES WHICH WILL STREAMLINE TOWN PROCESSES, INCREASE ONLINE SERVICE OFFERINGS AND PROVIDE EXCEPTIONAL CUSTOMER SERVICE TO RESIDENTS, BUSINESSES AND THE GENERAL PUBLIC.**

### Key Actions:

- Conduct a Human Resources review to identify operational efficiencies using comparable community comparison statistics and analysis of best management practices and strategies to provide high-quality cost-effective services.
- Secure funding and begin the selection and implementation of online service offerings to support departmental operations.  
(Planning, Zoning, Conservation, Board of Health, Town Clerk, Building, etc.)
- Evaluate current organization staffing roles and responsibilities and develop new staffing and organization plans to meet future needs of Town government.
- Explore opportunities to share services and create efficiencies with neighboring communities with the goal of reducing operating costs and improving efficiency and quality of service delivery

#### **4. IMPROVE COMMUNICATION AND TRANSPARENCY WITH PUBLIC.**

Key Actions:

- Establish means to improve two-way communication with community.
- Upgrade the existing website to be sure there is accurate and timely information being provided by all municipal departments.
- Engage community in visioning and decision-making via social media, AREA58, and website.
- Inform and update the public on positive and impactful projects happening in Town.

#### **5. SUPPORT MODERN GOVERNANCE, ENHANCE INTRAGOVERNMENT RELATIONS, AND FOSTER A CULTURE OF EXCELLENCE.**

Key Actions:

- Evaluate appointed committees for continued need/support.
- Evaluate ways to increase participation of diverse, high-quality candidates for appointment to Board and Committee vacancies.
- Schedule workshop meetings with boards/committees to articulate, and collaborate on, implementation of Board of Selectmen goals.
- Adopt Code of Conduct for elected and appointed officials.
- Provide training to boards/committees with complex regulatory requirements to high quality experience by members of the community

