

**BOARD OF SELECTMEN**  
**Working Session**  
**Minutes of July 13, 2010**

Chairman Dick Gandt called the meeting to order at 3:06PM. Board members present, in addition to Chairman Gandt, were Martha Morrison, Nancy Luther (arrived at 3:27pm), Eldon Goodhue and Laura Powers. Of the Selectmen's staff, Town Administrator Virginia Wilder and Board Secretary Donna Rich were in attendance. Other persons present during all or part of the meeting were resident Kim Sherwood (left at 4:15pm).

Goals for FY2011: Chairman Gandt stated that this first meeting was essentially a brainstorming session to develop broad long and short term goals for the Board of Selectmen. Ms. Wilder noted that once the Board sets its goals, Department Heads will be asked to key their Departmental goals and objectives to those of the Board.

Following is the list of discussion topic and possible goals from this meeting:

1. What is the Board of Selectmen's philosophy?
  - put it in writing
  - Preserve the Character
  - Serve Tax-payers
  - Preserve Ipswich River Watershed (IRWS)
  - Deliver Quality Services Efficiently & Economically
2. Succession Plan
  - relative to personnel
  - Continuity of Operations Plan
3. Better Coordination of Permitting within the Town
  - Boards to Boards
  - Departments
4. Resolve how to deliver Recreational Services
  - determine what the citizens want
5. Improve Customer Services
  - streamline processes (pay on line)
  - "Delight the customer"
6. Improve communications
  - between Boards
  - within Town Hall
  - with citizens (reverse 911)
7. Develop Long Range Plan
  - personnel
  - equipment
  - facilities
  - IT
  - Internal Telephone System
  - Other Needs
8. Reduce Town Energy Costs
9. Improve Coordination between Departments and Committees
10. Prepare to Apply for Grants
11. Establish Long Term Financial Forecast
  - 3-5 years out
  - for budgeting
  - for union negotiations
12. Investigate Regionalization Opportunities

- trash
  - ambulance service
  - BOH
13. Increase and Maintain Volunteerism
- among younger citizens
  - newly retired
14. Revise Budget Process for BOS related Departments
- before submission to the FinCom

Ms. Wilder will transcribe the above listed items onto a Smart Goals Worksheet and distribute to the Board for review.

**Warrants:** The Selectmen signed and approved warrants in the amount of \$ **611,161.40**. The breakdown is as follows:

Warrant #FY11:	
005T	\$ 85,543.92
005School	\$ 25,992.24
006	\$499,625.24

At 4:55 PM, Chairman Gandt made a motion to adjourn and Selectman Powers seconded the motion; so voted: 5-0.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as written at the August 30, 2010 Board of Selectmen's meeting.*

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Board constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Board as to the completeness or accuracy of such statements.
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