



Town Administrator Goals FY2019

Community and Outreach

- Create a master list of Hubbardston businesses and leverage the new economic development coordinator to solidify town/business relationships
- Commit to the creation of economic development committee that consolidates previous and current town efforts to foster economic growth
- Start and commit to a Town Administrator Blog
- Continue to grow social media presence on Facebook and Twitter
- Create an online portal for reporting community issues

Departments

- Complete department improvement plans and coordinate with the FY20 budget
- Develop a strong relationship with the Quabbin Regional School District
- Identify IT upgrade opportunities and continue to modernize town operations
- Commit to quarterly meetings with department heads
- Develop strong working relationships with all boards and committees

Human Resources

- Develop a sustainable employee evaluation process
- Create and sustain an online human resources portal
- Continue to address wage and employment parity issues

Budget and Finance

- Update and publish all financial policies
- Integrate long-term planning tools into FY20 budget process
- Develop sustainable budget and savings goals to decrease structural budget issues
- Commit to weekly budget monitoring with quarterly reporting to the Selectboard

Infrastructure

- Develop a five-year capital plan and sustainable capital practices
- Expand the current road maintenance plan to a three-year projection
- Develop a long-term information technology plan