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Revised FY2019 Goals

1 message

Kevin Mizikar <kmizikar@shrewsburyma.gov>
To: Kevin Mizikar <kmizikar@shrewsburyma.gov>
Bcc: selectmen@shrewsburyma.gov

Tue, Jun 5, 2018 at 2:25 PM

Dear Board Members:

Thank you for your feedback on the my prior proposal. I did not take those comments lightly and have gone through several iterations supported by Kristen's thoughtful insight. I have to admit this process was challenging given the direction that I want to take the Town for performance measurement and goals. I feel stuck somewhere between establishing goals for myself, the Office of the Town Manager and the Town Departments while looking to move things in the direction that the Board of Selectmen prioritize.

As we change expectations of how Departments will operate and what they will be responsible for (and we have a lot more work to do here than I expected) it will be key for the Board to establish a direction and goals under which I can nest priorities for myself and the Departments. To that end I would like for the Board to consider another offsite workshop in the late summer or fall.

Attached is a revised set of goals that I am proposing. This document is ambitious. While I do not want to fail, I do not want to set the bar too low. Most importantly I look forward to working with you on these tasks, other areas that you may want to prioritize and things that will arise throughout the coming months.

Please let me know if you are comfortable having this as an item of discussion for the June 12th meeting.

Thank you,

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FY2019 Goals - June 2018.docx

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Strategic Priorities – Near Term (Fiscal Year 2019)

- Financial Management
 - Assemble a cross departmental team to assess the near term revenue opportunities/trends and provide a report to the Board of Selectmen by November 30, 2018
 - Improve business/financial management and operations in utilities
 - Establish and implement a Storm Water Utility enterprise fund effective no later than July 1, 2019
 - Move to monthly billing for the Water Department no later than July 1, 2019
 - Develop a recommendation for the financial model for the Water Department – Develop Enterprise Fund or Continue as a General Fund Revenue – March 31, 2019
- Information Technology
 - Conduct a review of enterprise and departmental systems to enable systems planning by July 1, 2019
- Human Resources Management
 - Lead and implement the organizational changes recommended by the March 2018 Organizational Assessment:
 - Establish/reorganize departments into the Department of Public works by January 1, 2019
 - Identify and implement core personnel policies by July 1, 2019
- Economic Development
 - Establish a feedback process and document the developer/contractor/trades suggestions to improve the Town's regulatory and permitting processes – March 31, 2019
 - Assemble current plans and documents for Route 20 corridor and formulate into marketing tool – July 1, 2019
 - Continue advocacy for focus on improving development opportunities in Town Center – on-going
- Complete and submit Green Communities application by October 2018
 - Recommend Fuel Efficiency Vehicle Policy to the Board of Selectmen by August 28, 2018
 - Recommend an Energy Reduction Plan to the Board of Selectmen by September 11, 2018
- Develop and present the Board of Selectmen with a preliminary strategy for near term major capital improvement projects with priority given to the Police Department – March 31, 2019
 - Assess ability to pair Public Safety Radio System with Police Department building