

GOALS AND WORKPLAN  
3/5//14

GOAL	PRIORITY	RESPONSIBLE	STATUS	NEXT STEP
Bridges 14, 30 & 31 & Sequin			ongoing	Update SB monthly
<u>Public safety</u>				
Need to form new committee to determine implementation				
Focus on Spear St./Hinesburg Rd. intersection				
Improve signage				
Speeding ordinance draft				
Complete MOA for Burns'		Ellie	Complete asap	Ellie is working with Kate Lampton
Long term land use for Burns'				
Develop alternatives for CVRS to decrease costs		Ellie and CVFRS		CVFRS and advisory board to make recommendations
Review and refine budgeting process		Charles & Lane	Prior to start of budget process	Draft schedule
Contract with new audit firm			Bids have been received	
<u>Human Resources issues</u>				
Update personnel policies		Ellie	Corrections throughout needed	Include clarification of compensatory time
Do performanc appraisals for employees				
Implement procedure for approving time sheets				
Set up process for tracking paid time off				
Determin appropriate salary administration program				
Improve communications with committees & commissions				Selectboard liaisons will report quarterly
Burn's waste-water allocation				
Develop purchasing policy				
Develop credit card policy		Ellie	Draft has been written	approve
Affordable Housing			Grant to be administered by Selectboard	Decide if new committee needed
Landscape and drainage around Town Hall. Move monument		Charles	RFP being drafted	
Improve communications with public				
1. website				
2. articles in News				
3. ?televise SB meetings				Put on SB agenda for discussion
Town Hall & library H2O system				Install
Evaluate and improve internal control procedures for Town accounting methods		Charles		
Deal with Laberge firing range				
Ferry Rd. drainage				
Seek approval of new Tow Plan, with Planning Comm.				
Right of Way permit procedure				
<b>Lower priority projects from last year</b>				
Access to Town land on Thompson's Point				

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Town Hall Painting				
Do agreement with Justin Wygams				
Improvements for bikers/walkers				
New carpet for Town Hall				
Overlook for Bates lot				
Capital budgeting for Town				
Drapes for north door of Town Hall				
Microphones for Town Hall mtgs				
Buy voting tabulators				
Review dog ordinance			need new report form?	
<b>Short term issues</b>				
set up email for Selectboard				
Charlotte Solar				
<b>Selectboard liaisons</b>				
Planning and Zoning				
Fire and Rescue				
Road Commissioner				
Bridges				
Thompson's Point Wastewater				
Senior Center				
Library				
Charlotte Park and Wildlife Oversight				
CCS/CVU				
Trails				
Conservation				
Energy				
Recreation				
Police				
Building and Grounds				