

ADVISORY COMMITTEE MEETING

Tuesday, August 21, 2018

7:00 PM

Harold E. Brown Training Room – Public Safety Building

Members present: Connie Benjamin, Brian Boyle, Ann Hurd, Ted Kirchner, Craig Lauer, and Joe Myerson

Members absent: None

Call to order: Chairman Brian Boyle called the meeting to order at 7:00 PM.

Agenda Item #1: Discuss and capture ideas that can be the basis for improving the quality of the budget review and Advisory process.

This brainstorming session was facilitated Advisory member Ted Kirchner. All of the ideas were captured on a white board, as reflected in the attached pages. The Advisory Committee agreed to continue discussing the ideas, to distill them into specific action items, and to assign responsibilities where appropriate.

MEETING AIM

8-21-18

WHAT Capture ideas that can be the basis for improving the quality of the budget review (consideration) & Advisory process.

HOW In a way that

- charts ideas (no analysis) relative to the Adv review process
- charts ideas to improve the work product(s).
- Post meeting, ideas will be organized for further review, analysis, consideration.

WHY So that we can add to the value received by residents for \$\$s contributed.

GROUND RULES

1. Capture ideas - no analysis
2. OK to hitchhike on another's idea or even restate in your words.
3. Ideas can cover range: easy → a goal
- 4.

1. Need to clarify roles & responsibilities for BOS & Adv MGL 39:16/Bylaw Bolton
relative to budget consideration
who is audience for our work products
2. How can we upgrade the input to Advisory relative to the subject for consideration?
3. How do we increase our capacity to understand all the inputs?
4. Compensation Plan & Job Classification. Adv. needs to understand & possibly offer input. Performance reviews determine(?) annual increase.
5. Explore use of signing statements (opinions) to make constraints explicit.
6. Gather future year estimates from depts & committees.
7. Consider pro forma budget with various assumptions to see potential problems on horizon.
8. Consider for regional school, lieisons from 3 towns meet
9. Education: Is budget by 3/15 soon enough. Be closer to Minuteman budget decisions.
Consider proactive message to Bolton reps. re budget.
How does school board count work?
10. Ask depts/committees for range of spend +5% or -5%
11. Level fund: what do we mean?
T.A. Budget message, budget obj. letter should say what means

12. Liaison: finalize who, functions of liaison, report out at Adv meetings on regular basis.
13. Define for us & for affected committees / depts. our function / charter
14. We need to educate ourselves, various levels of detail; function of \$\$, time, our expertise, X
15. Adv. should ^{consider} increasing its span of control.
16. What is Adv role in labor, union negotiations?
17. Creative ways to use website / public information
18. Should we solicit questions relative to budget? prior to ATM
19. Set goals* for ourselves. *and standards
20. ATM presentation: slide clarity, facts & a message, handouts? social media?
21. Adv do research before meeting
22. How to add depth to meeting agenda & prep.?
23. Explore benefit/appropriateness of suspense funds (special purpose fund)
24. Can we improve our data bank (historical) also ^{up file} ^{fickle} Data bank of citizen experts
25. How do we enhance our relationship with cap. plan? Do we have role? input to cap plan.