



**TOWN GOVERNMENT STUDY COMMITTEE**  
**BOARD OF SELECTMEN**

**SEPTEMBER 8, 2015**

# TIMELINE – SUMMER/FALL 2015

- May and June: Meetings with Boards → **DONE**
- Summer
  - Process Feedback → **DONE**
  - Review and revise Draft Recommendations → **DONE**
  - Draft Bylaws and Special Act → **DONE!!**
- September 8: Roll-out Package at Selectmen Meeting
  - Selectmen: Drafts of Town Manager Job Description and Search Process
  - TGSC: Final Recommendations, Final Memos, and Proposed Bylaws and Special Act **TONIGHT**

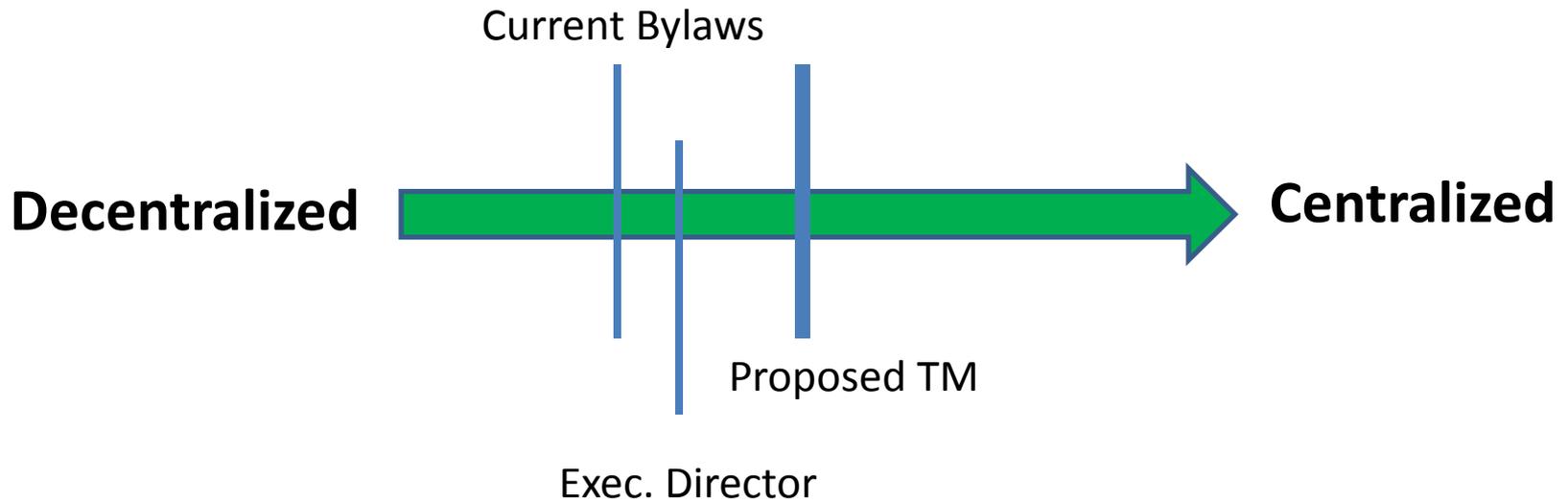
# FINAL RECOMMENDATIONS

- Establish a strategic planning process
- Create the position of Town Manager
  - Centralize point of contact for responsibility and accountability for day-to-day operations
    - Budget
    - Personnel Management
    - Appointment of Town Clerk
- Establish a Planning and Land Management Division

# Changes to Draft Recommendations

- Not recommending Boards of Assessors, Health and Public Works be appointed
- Appointment of department heads to involve action by boards
- Land Use: Planning and Land Management Division is the name; inclusion of NRC; under supervision of Deputy Town Manager/Deputy Executive Director

# GOVERNMENTAL STRUCTURES



# PACKET OF MATERIALS

- Covering Memo
- Memoranda
  - Town Manager
  - Budget Process
  - Human Resources Process
  - Planning and Land Management Division
- Special Act

# PACKET OF MATERIALS- cont'd

## Amendments to Town Bylaws

- Article 19: revised Board of Selectmen bylaw
- Article 20: NEW bylaw on Town Manager
- Budget bylaws, NEW Article 6A
- Appointment of Staff bundle of bylaws
- Miscellaneous bylaws
- Articles 30 and 31, Human Resources
- Planning and Land Management Division bylaw, NEW

# Timeline—Fall 2015-2016

- September/October: Further meetings
  - For Boards and Committees and Staff:
    - September 24, 7:00 pm Wakelin Room (library)
    - September 25, 9:00 am Wakelin Room (library)
  - For Town Meeting Members and the general public:
    - October 1, 7:00 pm Great Hall (Town Hall)
    - October 2, 9:00 am Wakelin Room (library)
    - October 4, 1:00 pm Kingsbury Room (police)
- LWVW September 30 7 pm Wakelin Room: “Town Govt: Why Change?”
- November 2 and 3 (if necessary: **10 and 12**) Special Town Meeting
- Winter 2015-2016: Mass. Legislature vote on Special Act
- Spring 2016: Town-wide vote on Special Act
- Fall 2016: Retirement of Hans Larsen
  - Appointment of Town Manager

# CONTACT US

- Feedback, questions, comments, suggestions:
  - Please contact us at
    - [TGSC@wellesleyma.gov](mailto:TGSC@wellesleyma.gov)
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# DISCUSSION

