

Town of Essex - Selectboard FY25 work plan

Adopted May 20, 2024

Relevant Long-term goal	Work item	Priority level (Mandatory, High, Medium, Low)	Primary department(s)
Evaluate the community's <u>recreation</u> needs and make sure the needs are met and funded accordingly.	Determine plan for long-term management of the Tree Farm Recreational Facility.	1 - Mandatory	Parks and Recreation
n/a	Complete transition from Planning Commission and Zoning Board of Adjustment model to Planning Commission and Development Review Board model.	1 - Mandatory	Community Development
Be responsive to the impact of <u>opioids</u> in the community.	Conduct public outreach on drug and overdose issues, and work with Police Department and Essex Westford School District to do so.	2 - High	Administration, Police
Be responsive to the impact of <u>opioids</u> in the community.	Determine use(s) for opioid settlement funds.	2 - High	Administration, Police
Ensure that Essex's <u>capital</u> needs are understood and fully funded, with an exploration of all possible funding mechanisms.	Fully identify capital needs, including vehicle replacement schedules, and present a plan to pay for those needs.	2 - High	Finance, Administration, et al
Ensure that Essex's <u>capital</u> needs are understood and fully funded, with an exploration of all possible funding mechanisms.	Update capital plan to have all Public Works vehicles replaced in eight years.	2 - High	Public Works, Finance
Evaluate the community's <u>recreation</u> needs and make sure the needs are met and funded accordingly.	Review, update, and/or create forest management plans for large-scale public properties, and begin to implement those plans.	2 - High	Parks and Recreation
See that progress is made toward the community's vision for construction of a new <u>municipal complex</u> .	Develop a plan for 80 & 90 Upper Main St. based on the community's vision and goals, and present funding options to implement that plan. Consider grant funding, state designations, Tax Increment Financing (TIF) District, and other funding possibilities.	2 - High	Community Development, Finance, Administration
Consider <u>non-property-tax revenue</u> sources and update in the best interest of the community.	Investigate increase of non-property-tax revenues, such as licensing fees allowed by charter, impact fees, etc.	3 - Medium	Finance, et al
Consider <u>non-property-tax revenue</u> sources and update in the best interest of the community. Evaluate the community's <u>recreation</u> needs and make sure the needs are met and funded accordingly.	Update Parks and Rec fees to cover costs to the maximum extent possible, including operational and capital needs.	3 - Medium	Parks and Recreation
Evaluate the community's <u>recreation</u> needs and make sure the needs are met and funded accordingly.	Complete Recreation Needs Assessment (Town Plan action 9.50).	3 - Medium	Parks and Recreation
Improve awareness of <u>community events</u> , encourage volunteer participation in those events, and evaluate the variety of events that are held.	Explore creation of a farmers' market.	3 - Medium	Parks and Recreation
Improve awareness of <u>community events</u> , encourage volunteer participation in those events, and evaluate the variety of events that are held.	Explore creation of community gardens.	3 - Medium	Parks and Recreation
n/a	Continue work on recommendations from the Charter Review Committee, and decide whether or not to propose any charter changes on the 2025 Town Meeting ballot.	3 - Medium	Administration
Review <u>guiding documents, policies, and standards</u> to reflect the needs of the community, and update accordingly. Review relevant and important policies annually.	Revise fund balance assignment process and Fund Balance Policy.	3 - Medium	Finance
Continually improve access to and accessibility of <u>information</u> and documents.	Improve visualization and availability of data, especially to help inform decision-making.	4 - Low	Administration
Continually improve access to and accessibility of <u>information</u> and documents.	Publicize annual road paving and maintenance plans, including culverts.	4 - Low	Public Works
Make improvements in <u>multimodal transportation</u> options throughout Essex.	Pursue the installation of a crosswalk on VT Route 15 at Saybrook Road and the ice cream shop.	4 - Low	Public Works

Make improvements in <u>multimodal transportation</u> options throughout Essex.	Study and propose solutions to minimize truck traffic on Sand Hill Road.	4 - Low	Community Development, Public Works
n/a	Bring youth and other younger voices into local government.	4 - Low	Administration
n/a	Explore and create <u>public/private partnerships</u> and opportunities.	4 - Low	All
n/a	Provide ongoing support for and communication with municipal boards, commissions, and committees.	4 - Low	Administration, et al
n/a	Pursue housing initiatives, particularly with help and reporting from the Housing Commission.	4 - Low	Community Development
Review <u>guiding documents, policies, and standards</u> to reflect the needs of the community, and update accordingly. Review relevant and important policies annually.	Review policies annually at the Selectboard's organizational meeting; update as needed.	4 - Low	Administration