

AGENDA ITEMS #: 17-110  
COUNCIL MTG OF: August 15, 2017  
FROM: David Caron, Town Administrator  
OFFERED BY: Administration  
PREPARED BY: Administration  
SUBJECT: FY 18 Town Council Action Items

**PURPOSE:** Review and formally adopt Council action items for FY18.

**TOWN ADMINISTRATOR COMMENTS:**

The Council is urged to review the Action Items and formally adopt Resolution #2017-060

**BACKGROUND:**

The Town Council met on July 20, 2017 in workshop format to review and discuss all goals submitted individually by Councilors prior to that meeting. Upon direction of the Chair, the Town Administrator reviewed all submittals and broadly categorized into four areas: Economic Development, Enhance Efficiencies/Review Town Service Levels, Financial Management and Council Operations/Maximize Effectiveness.

Councilors at the July 20 meeting individually ranked the action items, which were then tallied and listed in order of prevalence.

**DISCUSSION:**

Attached is a summary of the priorities voted by the Council during the workshop. Please note the following:

- 1) As all Councilors did not identify all action items as a priority, the best indicator of community priorities was to assign points in reverse order (Top priority = 10 points, 2nd = 9, etc.); thus those action items which were ranked high by several Councilors carried a higher point total;
- 2) Some Councilors assigned equal ranking to multiple action items;
- 3) Councilor priorities were ranked according to the four Goal areas;
- 4) Certain action items (e.g. pedestrian crossing safety) are currently funded and being implemented, which may impact priority assignment;
- 5) Freq. is number of Councilors which identified as a priority;
- 6) Overall strategy areas such as Development/Redevelopment and Downtown Focus received an additional 9 points each as being identified as a Councilor's priority

**FISCAL IMPACT:** Adoption of FY18 Action Items will not create any adverse financial impact; individual items requiring funding will be paid from the FY18 budget, or from requests for Supplemental

Appropriation as may be brought individually before the Council.

**RECOMMENDED ACTION BY COUNCIL:**

The Council is urged to review the Action List and formally adopt under Resolution #2017-060 as presented on the August 15, 2017 agenda.

**RECOMMENDED MOTION:**

Please see Resolution #2107-060.

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**Derry Town Council  
FY18 Goals Summary**

Action Item	Strategy	Goal	Points	Freq.	Comments
Update Master Plan	Connect Economic Development with Community Development	Economic Development	47	5	Develop RFP in FY18; Fund in FY19
Implement Downtown Improvement Plan	Downtown Focus	Economic Development	46	6	Need to review/update plans for relevancy
Cable Division Overhaul	Maximize Efficiencies	Enhance Efficiencies/Review Town Service Levels	45	5	In process with new Coordinator
Additional Bike Racks	Downtown Focus	Economic Development	43	6	
Review/Revise Zoning	Connect Economic Development with Community Development	Economic Development	39	4	PB Subcommittee in place
Fire Facilities Review	Determine Appropriate Level of Town Services	Enhance Efficiencies/Review Town Service Levels	39	5	Fire Chief FY18 goal
Recreation Facilities and Programs Assessment	Determine Appropriate Level of Town Services	Enhance Efficiencies/Review Town Service Levels	35	6	To Include Don Ball usage
Review Use of Non-General Funds	Maintain Financial Strength	Financial Management	34	4	Anticipate September TC discussion
Periodically review Town Charter	Enhance Council Operations	Council Operations/Maximize Effectiveness	33	4	
Ensure that Properties are equitably assessed	Maintain Financial Strength	Financial Management	33	4	Equalization Ratio to be monitored
Net Zero Projects	Maximize Efficiencies	Enhance Efficiencies/Review Town Service Levels	31	4	In process with DPW and Net Zero Comm.
Abbott Court Redevelopment	Development/Redevelopment	Economic Development	29	3	RFP to be issued shortly by E.D. Coordinator
Facade enforcement	Downtown Focus	Economic Development	29	4	
Review Council Rules	Enhance Council Operations	Council Operations/Maximize Effectiveness	29	4	To be reviewed by R.T. and DRC
Continuous Improvement Processes	Maximize Efficiencies	Enhance Efficiencies/Review Town Service Levels	29	4	
Revamp Appointment/Selection Process	Enhance Board/Committee Effectiveness	Council Operations/Maximize Effectiveness	27	3	To be reviewed by J.M. and RDC
Lego Raft for Beaver Lake	Determine Appropriate Level of Town Services	Enhance Efficiencies/Review Town Service Levels	26	5	
Tax Incentives for Façade Cleanup	Downtown Focus	Economic Development	25	3	
Parking Enhancements	Downtown Focus	Economic Development	25	3	
19 Elm Street	Development/Redevelopment	Economic Development	24	3	RFP to be issued shortly by E.D. Coordinator
Tour Pinkerton Academy	Enhance Council Operations	Council Operations/Maximize Effectiveness	24	3	
Develop TA Evaluation Process	Citizen/Council/Administrator Relations	Council Operations/Maximize Effectiveness	23	3	In process with Chair
Restructure CIP	Maintain Financial Strength	Financial Management	23	3	CFO FY18 goal
Website Update	Maximize Efficiencies	Enhance Efficiencies/Review Town Service Levels	22	3	
Enhance Voter Turnout	Citizen/Council/Administrator Relations	Council Operations/Maximize Effectiveness	19	2	
EV Station	Enhance Commerce	Economic Development	18	2	Will review NHDES for grants
Trash Pickup	Determine Appropriate Level of Town Services	Enhance Efficiencies/Review Town Service Levels	18	3	\$1.5M - preliminary estimate
Derry Safe Community	Determine Appropriate Level of Town Services	Enhance Efficiencies/Review Town Service Levels	18	3	Actively worked by DFD
Volunteer Recruitment Process	Enhance Board/Committee Effectiveness	Council Operations/Maximize Effectiveness	17	2	To be reviewed by J.M. and RDC
Pedestrian Crossing Safety	Downtown Focus	Economic Development	16	2	To be implemented in FY18 by DPW
Monopoly Derry	Enhance Commerce	Economic Development	13	2	
Expand Farmer's Market	Enhance Commerce	Economic Development	8	1	
Alan Shepard Statue	Enhance Commerce	Economic Development	8	2	Current committee assignment
Tax Credits for Green Energy	Incentivize Citizen Decisions	Financial Management	8	1	
Shop Local Month	Enhance Commerce	Economic Development	6	1	
FM Banner	Enhance Commerce	Economic Development	5	1	
Complete Streets	Connect Economic Development with Community Development	Economic Development	5	2	
Keno?	Enhance Commerce	Economic Development	5	2	
10 year tax reduction - maintain services	Maintain Financial Strength	Economic Development	1	1	Council decision in late Fall
Alter sidewalks to facilitate snow removal	Downtown Focus	Financial Management	1	1	
		Economic Development	0	0	

Please Note:

- 1) Points assigned in reverse order (Top priority = 10 points, 2nd = 9, etc.)
- 2) Some Councilors assigned equal ranking to multiple action items
- 3) Items were prioritized according to Goal area
- 4) Certain action items (e.g. pedestrian crossing safety) are funded and being implemented, which may impact priority assignment
- 5) Freq. is number of Councilors which identified as a priority
- 6) Strategy areas such as Development/Redevelopment and Downtown Focus received additional 9 points each as a Councilor's priority



# RESOLUTION

Number 2017-060

To Adopt the Town Council's FY 18 Action Plan

WHEREAS, Section 5.1 of the Town Charter vests in the Town Council the powers of the legislative and governing bodies; and

WHEREAS, the Town Council has established an Action Plan to ensure that public funds are expended in a manner which reflects community priorities; and

WHEREAS, the Action Plan as developed by the Council is a result of the Council's interactions with the public, Town boards and commissions, staff and other stakeholders;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the attached FY18 Action Plan is hereby adopted, and the Town Administrator is directed to report back to the Council on a quarterly basis with updates on the plan's implementation.

This Resolution shall take effect immediately upon its passage.

Adopted: August 15, 2017

Attest:

X \_\_\_\_\_

Josh Bourdon, Council Chair

Date: \_\_\_\_\_

X \_\_\_\_\_

Daniel Healey, Town Clerk

Date: \_\_\_\_\_