



Town of Harrison
Selectboard Workshop
October 16, 2025 4:30PM – 7:30PM
AGENDA

Participants:

Selectboard Members

Town Manager

Facilitator: Kristina Egan, GPCOG

- 1) **Welcome & Introductions** – Chair Phil Devlin (5 min)
- 2) **GPCOG’s Role & Meeting Guidelines** – Kristina Egan (5 min)
- 3) **Purpose and Expected Outcomes** (10 min)
Draft purpose for group’s review:
 1. *Consider, modify as needed, and recommit to shared Town Values*
 2. *Develop shared list of Town Core Strategies, which will guide how the Town operates and works to achieve annual priorities*
 3. *Develop a shared list of annual Town priorities that are reasonable to accomplish, are assigned to lead people, and have defined next steps.*

- 4) **Shared Values** (20 min)
Selectboard members will review and commit to values that guide the Town in its operations and governance.

The Chair will share how these values can translate into supporting a healthy workplace culture. Each official will share what the values mean in guiding their work to lead the community and in partnering with staff. The Selectboard and Town Manager will discuss any suggested modifications to the values.

- 5) **Core Strategies** (20 min)
Selectboard members will develop core strategies to improve efficiency and reduce costs that will help the Town achieve its priorities. Potential strategies include:
 - *Continuously improve. Identify and seek opportunities for improving town operations and processes.*
 - *Use technology. Keep abreast of technology changes and innovations, and apply new approaches to operations and processes.*

- *Find ways to share services. Evaluate options to collaborate with other entities to provide services and purchase assets.*
- *Expand municipal capacity. Professionally develop staff and leverage community resources instead of adding new staff.*

6) **Universe of Potential Priorities – Lightning Round (45 min)**

Selectboard members, Planning Board members, and Comprehensive Plan Committee members will identify the issues and challenges the town is facing. In a round robin, each person will share their top priority in one minute. If time allows, Selectboard members will share additional priorities, with a focus on governance issues.

7) **Staff Perspective (10 min)**

To provide perspective on the staff's capacity to address the potential priorities identified by the group, the Town Manager will describe the ongoing and day-to-day work that the staff does for the Town. The Selectboard will then add any additional issues to the Universe of Potential Priorities, as appropriate.

8) **Prioritize Priorities (10 min)**

The Select Board will collectively identify the Town's top priorities through a 'hot dot' process.

9) **SMART Goals (45 min)**

For each of the top priorities, the group will work together to draft a specific, measurable, attainable, relevant and timebound goal.

10) **Next Steps (5 min)**

The group will define its expectations for information sharing and appropriate timing for the Selectboard to provide input as each priority is implemented.