



# Town of Wayland Massachusetts

## MEMORANDUM

**Date:** June 25, 2014  
**To:** All Town Departments, Boards & Commissions  
**From:** Finance Committee

**Re:** FY2016-FY2020 Long-Range Planning

The purpose of this memorandum is to invite Town officials, boards, committees, and the public to participate in our upcoming long-range planning project. Each year, the Finance Committee updates its long-range plan. Periodically, the Finance Committee takes a broader view to consider larger issues and goals.

For instance, in 2009, the Finance Committee set out specific objectives for FY2011-15:

1. Increase real estate revenues
2. Control growth of employee costs
3. Change how we do business
4. Manage Capital Spending
5. Impact Changes at State Level
6. Maintain Financial Health

Now that we are about to begin FY2015, it is time for us once again to refresh our long-range-planning goals.

The Finance Committee discussed our upcoming long-range planning project at our last meeting on June 18. The long-range plan should set out a framework for approaching and evaluating future decisions that affect town government. We anticipate that each topic considered in the final long-range plan will be presented in a summary, bullet-point manner.

At our meeting, we agreed that the following topics may be worth considering in our next long-range plan:

- Evaluation of 2009 goals
- Peer towns and demographics update
- Town-owned property
- Development mix & zoning bylaw
- Schools
- Health care
- Seniors
- Efficiencies in Town Government
- Financial Policies

We developed a long-range planning process that will try to include as many stakeholders as possible. To that end, we plan to convene a series of long-range planning public forums in the upcoming months. We invite boards and committees with jurisdiction over these topics to send a member to attend these public forums. We also ask boards and committees to consider their long-range planning goals in their regular meetings and through public outreach, trying to build as broad a consensus as possible. At a minimum, we hope that at least one member of each of the following boards will attend our public forums:

- Planning
- Schools
- Selectmen
- Library
- Council on Aging
- Board of Public Works
- Recreation
- Conservation
- OPEB

Other boards, committees, town officials, and members of the public are, of course, encouraged to join in the process.

*Tentative 2014 Long-Range Planning Public Forum Timeline*

Wednesday,	July 16:	Introduction, preliminary topics, process points
Wednesday,	September 10:	Topics finalized
Wednesday,	October 15:	Draft presentation by topic
Wednesday,	November 12:	Presentation to the FinCom