

To: Selectboard  
From: Lisa Wong  
Re: Community Compact Best Practices  
Date: September 3, 2024

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The state's Community Compact Best Practices program allows for proposals in areas listed below. The **bolded** items marked with an asterisk (\*) are priority areas identified by staff that this would be a good source of funding for. Other areas may be priorities but the Town has either completed these items (underlined), will or have utilized other funding sources (italicized), or want to apply for in a future cycle (double asterisk \*\*). The Town can choose two areas every 2 years. Two years ago the Town received funding for DEI training (\$15k) and Human Resources - wage and compensation study (\$50k). The Town has also used this program to update financial policies.

#### [Age and Dementia Friendly Best Practices](#)

1. Convene stakeholders
2. **Create needs assessment or action plan\* - Needs assessment to determine priorities and data driven approach for town and new Human Services Council/Department.**
3. Develop/amend policies, regulations
4. Initiatives (i.e. intergenerational, health, mobility, digital literacy, information workforce)\*\*
5. Update ADA transition plans\*\*

#### [Diversity, Equity, and Inclusion \(DEI\) Best Practices](#)

1. DEI Training program
1. Needs assessment
3. Workforce assessment
4. Equity audit\*\*
5. Workforce recruitment/retention
6. **Public engagement\* - translate documents, flyers, forms. Contract with vendors for on call services.**
7. DEI strategic planning\*\*
8. Zoning review
9. Municipal Supplier Diversity program

#### [Economic Development Best Practices](#)

1. Economic development plan\*\*
2. **Land use regulation\* - identify barriers to new business growth and redevelopment, by right zoning**
3. Business guide\*\*
4. Obtain state designations
5. Priority Development Sites
6. Expedited Permitting Process (i.e. 43D)

\*Priorities for this round \*\*Priorities for future round underline completed/in progress *italics* other funding

7. Digital Equity Plan
8. District Management Entity (i.e. Business Improvement District)
- 9. Adopt as of right zoning to promote housing, mixed use\* - same as #2**
10. Evaluate competitiveness\* - **Market Study to better understand what types of business and industry we are potentially best suited for in the region, and then identify the tools/incentives we need to adopt to get that business to locate here.**

#### Education Best Practices

1. Plan for universal preK for all 4 year olds\*\*
2. Implement MyCAP for student advising
3. Assess vocational education
4. Internships in STEM\*\*

#### Energy and Environment Best Practices

1. Energy reduction and decarbonization planning
2. Apply for MVP 2.0
3. Use Resilience Design Tool for project
4. Sustainable development
5. Develop water conservation plan
6. Protect local water resources
- 7. Increase recycling\* - develop information campaign**
8. Brownfields inventory
9. Support local agriculture

#### Financial Management Best Practices

1. Develop budget documents with narratives
2. Financial policies
3. Long range planning/forecasting
4. Capital Improvement Plan
5. Evaluate financial management structure
6. Utilize Financial Trend Monitoring
7. Assess enterprise funds

#### General Management and Governance Best Practices

1. Town wide operational assessment
2. Assess the executive branch to review responsibilities, authority, mandates, functions, etc.
3. Establish a committee to draft a charter\*\*

\*Priorities for this round \*\*Priorities for future round underline completed/in progress *italics* other funding

### Housing and Livable Communities Best Practices

1. *Create affordable housing trust*
2. Obtain Housing Choice Community Designation
3. Create Housing Production Plan
4. Adopt 40R
5. Zoning change to reduce parking requirements
6. Zoning for ADUs
7. Training
8. Technical assistance
9. Re-use plan or feasibility study for revitalization of publicly owned land/building\*\*

### Human Resources Best Practices

1. *Cost out collective bargaining proposals*
2. *Workforce Safety program*
3. Formal wage and classification plan
4. *Employee Policies and Procedures*
5. Manage employee benefits
6. Succession planning
7. Centralize Human Resources

### Information Technology Best Practices

1. Cybersecurity assessment\*\*
2. Cybersecurity incident response plan\*\*
3. Shared IT services across communities
4. IT resiliency strategy
5. Support website usability for residents with disabilities\*

### Mental Health Best Practices

1. Expand community awareness and access
2. Disaggregate behavioral health
3. Partnerships to assess and identify at-risk

### Public Accessibility Best Practices

1. Transition plan

### Public Health Best Practices

1. Maternal and child health assessment
2. *Emergency management planning*
3. Climate change adaptability planning\*\*
4. *Advance Health equity*

\***Priorities** for this round    \*\*Priorities for future round    underline completed/in progress    *italics* other funding

### Public Safety Best Practices

1. *Establish NFPA3000-compliant Active Shooter Hostile Event Response protocols*
2. Develop Emergency Preparedness Plan
3. Establish Hazardous Material Response Protocols
4. Implement a Local Hazard Mitigation Plan
5. Implement the 2020 police reform legislation
6. Compliance with the statewide Sexual Assault Evidence Collection Kit (SAECK) tracking system
7. Gun violence diversion
8. Develop communications plan
9. Support recently incarcerated

### Regionalization/Shared Services Best Practices

1. Regionalize services among municipalities
2. School/Municipal Shared Services Feasibility Study\*\*
3. Review existing agreements

### Transportation & Public Works Best Practices

1. Adopt Transit Oriented Development
2. Complete Streets policy and planning
3. *Aging population transportation plan or policy*
4. Safe Routes to School
5. Speed management plan or policy\*\*
6. Asset management of roadways, vehicles, culverts/bridges
7. Roadway maintenance plan
8. Transportation climate resiliency planning
9. Reduce emissions
10. Plan to increase electric vehicle use\*\*

### Veterans Services Best Practices

1. VSO Succession Plan
2. Veterans Survey\*\*
3. Plan for transportation services
4. Develop stakeholder engagement plan\*\*
5. Explore creation of local veteran's resource center

### Workforce Development Best Practices

1. Workforce development assessment
2. Workforce training
3. Establish industry focused advisory committee
4. Create local MassHire talent recruitment campaign