

Board of Assessors Action Items

Priorities: Immediate (I)=within 1 year; Short-Term (ST)=1-3 years; Mid-Term(MT)=3-5 years; Long-Term(LT)=5-10 years

NOTE: Priorities may have two time frames and they may start in the shorter time frame, but take longer to complete.

#	Goal 1 Actions	Primary Entity	Subentity(ies)	Evaluation Metrics	Priority	Status July 2022
G1-26	Identify and encourage conditions that attract and support Black, Indigenous, and People of Color population.	Selectboard	Administration, All entities	Process for identifying issues concerning BIPOC population and for monitoring the experience of Town services across all demographics. Process for identifying challenges and addressing them. Change in Town demographics. Change in diversity of people participating in civic life.	ST/MT	<ul style="list-style-type: none"> Reviewed Lincoln Land Institute 3-part webinar on Confronting Structural Racism: From History to Action. Investigating use of other languages on forms etc.
G1-31	Foster Town engagement with college/university personnel and consultants to provide special expertise.	Administration	Other entities as appropriate	Number of personnel used. Type and effectiveness of services provided.	ST, MT, LT	<ul style="list-style-type: none"> Assessors office has previously worked with MHC staff through the Planning Dept. on certain GIS projects. Was working with Judy and HR regarding interns, however project has shifted direction at this time.
G2-23	Investigate impacts of taxation or new stormwater utility on new asphalt installations for roads and driveways.	Department of Public Works	Sustainability & Energy, Board of Assessors	Date of report of impacts. Date new policy adopted.	ST	<ul style="list-style-type: none"> The Assessors currently tax paving on Commercial and Industrial properties. There is no separate assessment data (or intention to collect) paved surfaces (I.e. driveways) on residential properties. The Assessors have no role in the creation or implementation of a stormwater utility fee. Task complete.
G3-14	Incorporate addressing climate change/resiliency into routine permitting and operations.	All Boards and Committees		Date new mandate adopted. Changes to Zoning or subdivision regulations adopted. Impact on projects.	ST	<ul style="list-style-type: none"> The Assessors have no role in regulating climate change as we receive the data after it is approved by the necessary permitting officials. Task complete.
G3-24	Work with boards and committees to produce videos to welcome new members and give them a brief overview of responsibilities.	SHCTV	All boards and committees	Number of videos. Number of boards and committees participating. Feedback from viewers.	ST	<ul style="list-style-type: none"> Have spoken with IT and Cable Studio regarding this. Attended/presented at the first Fireside chat at COA. It was recorded and is playing on channel 15. Working with Division of Local Services Bureau Chief and Cable Studio Director to receive raw video files to educate folks. (See DLS YouTube Channel for video examples) <ul style="list-style-type: none"> Link to DLS YouTube Channel added to Quick Links on Assessor's webpage Will work on creation of videos to explain differences between Board and staff responsibilities.

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G3-25	Encourage people of diverse backgrounds to run for boards and/or apply for committees to ensure broad representation of all residents in government functions.	All boards		Number of candidates identified. Number of candidates elected. Change in demographics of candidates.	ST/MT	<ul style="list-style-type: none"> Our office encourages all folks to run for Town Meeting as well as any other board or committee they may have an interest in serving. This is typical in our conversations relative to annual tax increases.
G4-1	Create working groups of staff and committee and board members to meet regularly around common priorities to identify and work together toward shared objectives.	All boards, committees, and departments	Administration, Selectboard	Date working group created. Number of shared priorities identified. Number of group actions being pursued. Number of actions completed.	ST	<ul style="list-style-type: none"> Our office meets with others as needed. For example, we have worked with MPIC on these tasks. Staff currently works together towards common goals.
G4-8	Create a central resource directory on the Town website for all listing and linking to all current plans, reports and key data.	Administration	All boards, committees, and departments	Date resource created. Relevance of information provided. Use of information.	ST/MT	<ul style="list-style-type: none"> Website kept up to date. Additional information/ data is added when time allows or a need is realized. Currently working with SB Administrative Secretary on an exemption questionnaire for folks to determine possible eligibility. Attempt to add news items when mailings are done for specific items. Working with Division of Local Services Bureau Chief to receive raw video files to educate folks. (See DLS YouTube Channel for video examples)
G4-12	Create a single repository of GIS data, adding dynamic layers and linking permitting data and tax data.	Board of Assessors		Date repository created. Number of downloads. Number of users. Type of information used. Purpose of use.	ST	<ul style="list-style-type: none"> This task is always ongoing. Our office has paid out of our budget to add the following static and dynamic layers over the past few years: Fire Districts, Precinct map, trails map, zoning map, sanitary waste and most recently assessing neighborhoods. Statistics on page views are available to us for this site. Currently working with town administrator regarding Capital Project to add historical property information as well as link to permitting and tax data. Will most likely be over multiple years to complete
G4-13	Prior to Town Meeting, review proposed bylaws as to legality, consistency with other bylaws, and alignment with the goals of this Master Plan Update and make recommendations for action (recommend or not recommend) to the Selectboard and Town Meeting.	Bylaw Review	All other boards and committees	Date(s) bylaws reviewed. Number of committees and/or proposers consulted. Recommendations made. Votes by Town Meeting.	ST/MT	<ul style="list-style-type: none"> The board holds two readings of a policy during their open meeting prior to voting to accept. The policy (or update) is then sent to the Town Clerk for inclusion within the bylaws.

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G4-22	Post articles in area newspapers, Town's website and social media.	All boards and committees		Number of articles posted. Number of responses or other feedback.	ST/MT	<ul style="list-style-type: none"> • The Assessors page has a wealth of information and we attempt to add to and or enhance the data as much as possible. • Also, see notes for G3-24 and G4-8
G4-27	Work with boards, committees and departments to identify baseline data for impact evaluation and standard metrics, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Date baseline data identified. Schedule for collection of baseline data. Date(s) data collected.	MT	<ul style="list-style-type: none"> • Meet with MPIC as needed as well as update task list 2-3 times per year. • Participate in any related meetings as needed or requested.
G4-28	Work with boards, committees, and departments to monitor progress towards goals using metrics recommended in this Master Plan Update, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Identify schedule and process for monitoring. Feedback from boards etc. as to usefulness. Dates of progress updates to Selectboard, Planning Board, and Town Meeting.	MT/LT	<ul style="list-style-type: none"> • Provide any reports or analytics requested • Also, see G4-27