



# TOWN OF STOUGHTON

## OFFICE OF THE TOWN MANAGER

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### Town Manager's Select Board Review- Thomas Calter, Town Manager

Index	Areas of Responsibility	Evaluation Item	Item Type	Mr. Calter	Ms. Roberts	Mr. Cavey	Mr. Carrara	Mr. Mokrsky	Mr. Gitto
1.1.1.	Fiscal Management	Plans and organizes the preparation of an annual budget.	Annual Expectation	5	4	5	4	5	4
1.1.2.	Fiscal Management	Prepares budget in conformance with the Select Board's Budget Policy Guidelines memo.	Annual Expectation	5	4	5	4	5	4
1.1.3.	Fiscal Management	Plans, organizes, and administers the adopted budget within approved revenues and expenditures.	Annual Expectation	5	4	5	3	5	4
1.2.1.	Fiscal Management	Document an Economic Development Plan.	FY23 Goal	4	4	4	NA	5	3
1.2.2.	Fiscal Management	Complete Health Insurance plan design, and gain unanimous Union support.	FY23 Goal	5	4	5	5	5	5
1.2.3.	Fiscal Management	Complete FY24 operating budget, and conduct public information sessions.	FY23 Goal	5	4	5	4	5	5
1.2.4.	Fiscal Management	Organize a "Strategic Purchasing" program to save 10% from top 30 vendors.	FY23 Goal	4	4	4	NA	5	3
2.1.1.	Relationship with the Board, Town Meeting, and the Community	Makes professional recommendations to the Board on items requiring Board action.	Annual Expectation	5	4	5	4	5	5
2.1.2.	Relationship with the Board, Town Meeting, and the Community	Interprets and executes the intent of Board policy.	Annual Expectation	5	4	5	NA	5	5
2.1.3.	Relationship with the Board, Town Meeting, and the Community	Maintains a professional, impartial and effective working relationship with the Board.	Annual Expectation	4	5	5	5	5	4
2.1.4.	Relationship with the Board, Town Meeting, and the Community	Presents to Town Meeting with thorough preparation and clear communication.	Annual Expectation	5	4	5	5	5	4
3.1.1.	Long Range Planning	Maintains a knowledge of operations, physical plant needs, new technologies, systems and methods, etc. in relation to Town services.	Annual Expectation	4	5	5	5	5	4
3.1.2.	Long Range Planning	Create a rolling 4-Year Capital Plan.	FY23 Goal	4	4	4	4	5	3
4.1.1.	Government Operations	Models sound personnel procedures and practices in oversight of human resources function.	Annual Expectation	4	5	4	3	5	NA
4.1.2.	Government Operations	Leads, directs and develops Town staff.	Annual Expectation	5	4	5	5	5	3
4.1.3.	Government Operations	Develops good staff morale and loyalty to the Town.	Annual Expectation	5	4	5	5	5	3
4.1.4.	Government Operations	Recruits and assigns the best available personnel in terms of their competencies.	Annual Expectation	5	5	5	4	5	4
4.1.5.	Government Operations	Leads the negotiations of labor contracts representing Town interests and Board guidelines.	Annual Expectation	5	4	5	5	5	5
4.2.1.	Government Operations	Create a detailed organization structure and chart.	FY23 Goal	5	4	4	NA	5	3
4.2.2.	Government Operations	Negotiate and execute CBAs with all 8 Unions.	FY23 Goal	5	4	5	5	5	5
4.2.3.	Government Operations	Draft and gain Select Board support on Billboard policy.	FY23 Goal	5	5	5	5	5	3

