

Town of Shirley

BOARD OF SELECTMEN



7 KEADY WAY – SHIRLEY, MASSACHUSETTS - 01464-2812
Patrice Garvin, Town Administrator

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January 16, 2014

Dear Residents of Shirley,

Now that the holidays are over it is time to focus on the Fiscal Year 2015 (FY15) Operating and Capital Budget. This Year I instituted a new process for reviewing department budgets, which will be given to the Finance Committee and the Board of Selectmen on 1/31/14. The Department Heads, the Finance Team and I are sitting down and determining the needs of each department. I have requested that Department Heads explain to me their vision and plans for the future. Expenses have been broken out to show a true reflection of spending, as well as adjustments to salaries/wages. The Personnel Board has recommended that By-Law (nonunion) employees receive a 2% Cost of Living increase and no step for FY15. I have taken that recommendation and I am applying it to the FY15 Operating Budget. Finally, all union contracts are up on 6/30/14. Contract Negotiations will begin and of course we are keeping that in mind as we proceed with the FY15 budget.

I have talked a lot about a unified budget process. This simply means that all Departments are invested in the Operating Budget in its totality, that each department does not stand alone but are all one. So far department meetings have generated good discussion and there are plans moving forward that extend past FY15.

I have asked the Town Governance Study Committee to create a subcommittee to look at the Town's General By-Laws. There are a lot of updates that are needed in the general bylaws, at minimum to reflect changes in Massachusetts General Law. We will bring no more than four (4) bylaws to Town Meeting at a time.

Along with the bylaws I am bringing policies forward to the Board of Selectmen. Many policies have been taken to the final draft phase but have not received final approval by the Board of Selectmen. The Personnel Manual will be adopted by the Board of Selectmen on 1/27/14. This manual has incorporated many personnel policies into one document. I want to thank the Personnel Board for all of their hard work on this manual. It is a good document and will serve the employees well.

We are also losing a valuable asset to the Town and wish him luck in his future endeavors. John Oeflke, Senior Center Director has decided, effective February 1, 2014, to resign as Director. We will be seeking a new Director for the Senior Center in the coming months.

The Town election has been set for May 13, 2014. I urge all residents to take out nomination papers for all open seats. The Town Census has also gone out and will be in your mailbox. I ask you to fill it out and return to the Town Clerk. There is now a drop off box in front of Town Hall for your convenience.

In closing, my door is always open for any questions or concerns. I welcome the opportunity to discuss and try to solve any issues that may arise. I see myself as the liaison to the Board of Selectmen and they have entrusted me to address the day to day operation of the Town.

Sincerely,

Patrice Garvin,
Shirley Town Administrator