TOWN OF HOPKINTON

SELECTMEN'S OFFICE

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July 13, 2011

Todd A. Cestari
Chairman, Board of Selectmen
Town of Hopkinton
Hopkinton, MA 01748

Dear Department Heads and Committee Chairs:

You are cordially invited to attend an "all-hands" meeting with the Board of Selectmen on the evening of Tuesday, August 16, 2011, at the Senior Center starting promptly at 7 PM. The Board of Selectmen would like to engage all of you in a thorough and meaningful debate on topics of importance to the Town towards a successful FY '12.

We have identified the following **five broad goals** for FY '12:

- Preserve fiscal health
- Resolve Center School needs
- Develop asset management plan
- Strengthen civic engagement/enhance communication with the community
- Develop a plan for employee training, wellness and professional development

In order to maximize our time together on August 16, please set aside some quality time to:

- Write down what your department, respectively the Town as a whole, should/could do in each of these five goals
- Make your statements specific and measurable
- Identify potential obstacles to those goals and solutions to circumvent those obstacles

A good portion of our time on August 16 will be spent in small groups, where you will have the opportunity to discuss your ideas and reach interim conclusions.

We all hope that, by the time we adjourn at 9 PM, some specific action steps will be identified to enable us to move forward as a Town and become part of an overall strategy.

I would like to express my appreciation ahead of time for your cooperation and for attending this meeting. I understand the commitment of time and effort you all make towards the welfare of the Town of Hopkinton; this meeting will undoubtedly be a milestone to a brighter and better future for all of us.

Sincerely yours,

Todd A. Cestari
Chairman