

Town of Chelmsford Strategic Plan Development Requirements Draft v1

Desired Output: A community focused 3-5 year Strategic Plan that helps guide the future policies, goals, actions, and investments in the Town.

Validation of the existing Vision and Values statements; modifications as applicable.

Development of a Town Mission statement

- Possible review of individual Department, Board, and Committee mission statements

Strategic Priority Areas (where we want to drive outcomes) informed by:

- Knowledge of Town operations and information
 - Review of existing planning documents
 - Planning Board’s Master Plan, Chelmsford Public Schools Strategic Plan, Open Space & Recreation Plan, Housing Production Plan, Age Friendly Implementation Plan
 - Meet with key leaders in the Town
 - Town Manager, Department Heads, Select Board, Board & Committee Chairs
 - Current state operations
 - Input on priorities for the Town’s strategic direction
- Community input and community visioning
 - In person session(s) with stakeholders and residents
 - Online opportunity to provide input
 - Possible survey

For each Strategic Priority Area

- A definition
- Goals over the life of the plan that drive the definition of annual goals and actions to achieve the desired outcomes
- How we will measure achievement of the goals / success
- Anything else to inform implementation path forward

Possible Strategic Planning Steering Committee Participants:

- Town Manager
- Select Board
- Board/Committee Representatives (those with major plans/policy)
 - School Committee
 - Planning Board
 - Conservation Commission
 - Age Friendly Implementation Committee
 - Housing Advisory Committee
- Bring in others as appropriate during the process

Current Vision and Values Statements:

VISION:

The Town of Chelmsford will be a livable, inclusive, diverse, welcoming, multigenerational community. Mindful of our historic past, we are adaptive and responsive to our dynamic environment. Our residents enjoy excellence in education, access to open space, and a vibrant, sustainable quality of life.

VALUES:

- Inclusiveness and Diversity
- Civic and Community Engagement
- Transparency, Honesty, and Integrity
- Respect and Empathy
- Accountability
- Stewardship
- Fiscal Responsibility
- Sustainability
- Innovation, Adaptability and Creativity