



2026 Town Administrator Goals

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Implement and Advance Select Board Goals

Goal: Actively support and advance the Select Board's published goals through coordinated staff action, regular progress reporting, and recommendations for the necessary financial resources.

SB Goals: <https://www.carlislema.gov/DocumentCenter/View/7545/FY26-SB-Goals-7-22-25-FINAL>

Deliver Carlisle 2030: Organizational Readiness Plan

Goal: Present a Carlisle 2030 framework to the Select Board by a 2026 date to be determined by the Board that evaluates the Town's long-term organizational readiness. The outcome is an actionable roadmap to support sustainable service delivery over the next decade.

The plan will include two sections:

- **Succession Planning:** Turnover management plan, recruitment and retention strategies, and internal development opportunities
- **Operational Structure:** Evaluation of current organizational design and recommendations for efficiently maintaining current service levels. This section will also identify opportunities for shared services and automation.

Professional Development

Goal: Maintain current professional certifications (self) and develop a sustainable professional development plan for Town Hall staff and department heads

Key Actions:

- Maintain all required professional certifications by completing a minimum of 40 hours of continuing professional education
- Evaluate current staff professional development investments and publish a future-facing plan for increasing staff certifications and professionalism