



Town of New Fairfield

*Selectmen's Office
4 Brush Hill Road
New Fairfield, Connecticut*

**BOARD OF SELECTMEN
REGULAR MEETING
Sr. Center Community Room
33 Route 37**

**Thursday, September 26, 2024
7:30 P.M.
AGENDA**

1. Call to Order
2. Pledge of Allegiance
3. Public Comment & Participation
4. Correspondence & Announcements
5. Approve Minutes of Board of Selectmen Regular Meeting September 12, 2024
6. Budget Transfers
7. Approve Tax Refunds Recommended by Tax Collector
8. Personnel Report
9. Appointments

New Business

10. Discuss Updates to Budget Process – Finance Director
11. Public Comment
12. Closing Board Member Comments
13. Adjournment

Instructions

The deadline is Friday, November 29, 2024.

Font Times New Roman, size 14.

Do not insert pictures in the statements. Send them separately. Pictures of New Fairfield are encouraged; group pictures of employees from events are allowed. Make sure that goals and objectives match with accomplishments every year.

Mission Statement

Please write your own mission statement or copy/paste from other communities and adjust to New Fairfield (3 paragraphs).

Significant Budget and Staffing Changes for FY26

Discuss or put “None”, “Not anticipated”.

FY25 Accomplishments

Describe 3 accomplishments, both achieved and anticipated (1 paragraph for each accomplishment).

1. Describe
2. Describe
3. Describe

FY26 Goals and Objectives

Describe 3 goals and objectives.

Goal: Must be vague and broad statement

Objective: Must be S.M.A.R.T : Specific, Measurable, Achievable, Relevant, and Time-bound.

Goal:

Objective:

Goal:

Objective:

Performance Metrics

List 3 parameters how you measure the performance of your department, statistics such as events held, buildings fixed, drinking water produced, upgrades to systems accomplished, miles of sidewalk and roads repaired.

Performance Measurers	Actual FY23	Actual FY24	Estimated FY25	Estimated FY26

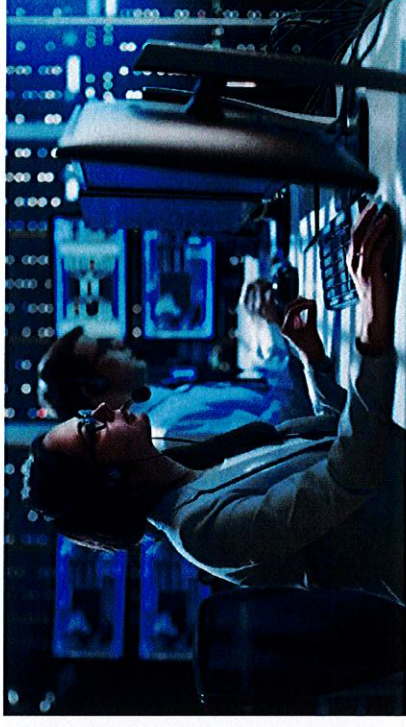
How FY26 Departmental Goals and Objectives Relate to City’s Overall Long and Short Term Goals

Discuss overall short/long term goals. This should be a summary narrative from the goals and objective from above and how they relate to Town’s goals.

Department of Information Technology

Mission Statement

Information Technology (IT) provides the City with a high-speed network that allows for communication, document sharing, and data recording. IT works to ensure that City information is always accessible by residents and staff. A chief task of the IT Department is to acquire, implement, and maintain the hardware and software that City operations depend on. This includes office computers, audio/visual equipment, phones and tablets used in the field, and the servers and cabling that compose the network. IT plays a lead role in the Mayor's SomerStat Initiative, which allows the City to track the performance of City resources and programs and make informed policy and planning decisions.



Significant Budget and Staffing Changes for FY26

Not anticipated

FY25 Accomplishments

1. Trained staff on cyber security issues (1 paragraph narrative)
2. Updated systems (1 paragraph narrative)
3. Replaced IT equipment for BOE (1 paragraph narrative)

FY26 Goals and Objectives

Goal: Fully protect the city from cyber attacks



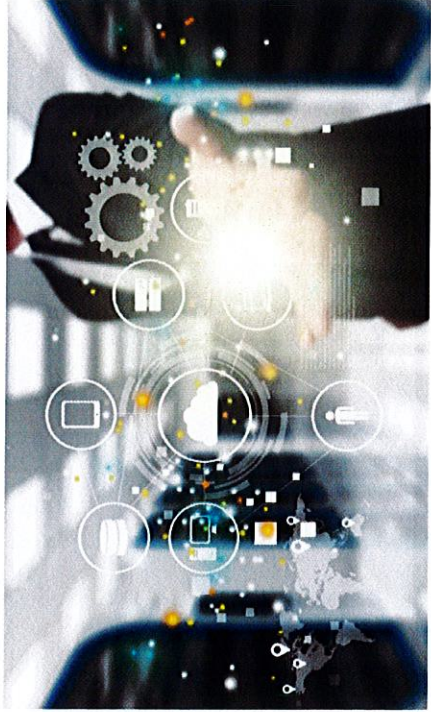
Objective: Install upgraded firewalls in FY26... (narrative).

Goal: Maximum program funding through grants

Objective: Apply for state grant ABC to do... in FY26 (narrative)

Goal: ABC

Objective: XYZ in FY26



Performance Metrics

Performance Measurer	Actual FY23	Actual FY24	Estimated FY25	Estimated FY26
Service migrated to cloud	5	6	7	8
Number of tickets processed	250	200	150	150
Number of upgrades	50	75	90	80

How FY26 Departmental Goals and Objectives Relate to City's Overall Long and Short Term Goals