

HISTORICAL COMMISSION ACTION ITEMS

Priorities: Immediate (I)=within 1 year; Short-Term (ST)=1-3 years; Mid-Term(MT)=3-5 years; Long-Term(LT)=5-10 years

NOTE: Priorities may have two time frames and they may start in the shorter time frame, but take longer to complete.

#	Goal Actions	Primary Entity	Subentity(ies)	Evaluation Metrics	Priority	Status July 2022
G1-10	Provide and support inter-generational programming.	Library	Council on Aging, Historical Commission , School Department	Number of offerings. Number of participants. Participant satisfaction. Ages of persons participating.	ST	
G1-12	Develop historic walks around town.	Historical Commission	Bike/Walk Committee, Commission on Disabilities	Number of walks developed. Number of maps downloaded. Feedback received.	ST	
G1-13	Use the park adjacent to the Library to highlight South Hadley's historical, cultural and natural resources.	Library	Historical Commission , Cultural Council, Conservation Commission, Redevelopment Authority, HG&E	Number of people using park.	MT	
G1-26	Identify and encourage conditions that attract and support Black, Indigenous, and People of Color population.	Selectboard	Administration, All entities	Process for identifying issues concerning BIPOC population and for monitoring the experience of Town services across all demographics. Process for identifying challenges and addressing them. Change in Town demographics. Change in diversity of people participating in civic life.	ST/MT	
G1-31	Foster Town engagement with college/university personnel and consultants to provide special expertise.	Administration	Other entities as appropriate	Number of personnel used. Type and effectiveness of services provided.	ST, MT, LT	
G2-12	Create an inventory of historic structures and views.	Historical Commission		Date inventory created. Availability to others. Number and types of use of the inventory.	ST	
G2-13	Work with other Town entities to create and implement a plan to maintain viewsheds that currently exist.	Planning & Conservation Department	Department of Public Works, Historical Commission , Tree Committee and Tree Warden	Date plan approved. Number of views maintained.	MT	
G2-15	Increase visibility of, communication about, and investment in the arts, education, and associated activities in the community.	Cultural Council	Historical Commission , Old Firehouse Museum, School Department, Library	Changes in participation. Change in financial support.	ST	
G2-16	Inventory and preserve archives at the Town of South Hadley Library and the Old Firehouse Museum.	Historical Commission	Town Clerk's Office	Date connections made. Number and type of actions undertaken. Number of documents preserved.	LT	
G3-24	Work with boards and committees to produce videos to welcome new members and give them a brief overview of responsibilities.	SHCTV	All boards and committees	Number of videos. Number of boards and committees participating. Feedback from viewers.	ST	
G3-25	Encourage people of diverse backgrounds to run for boards and/or apply for committees to ensure broad representation of all residents in government functions.	All boards		Number of candidates identified. Number of candidates elected. Change in demographics of candidates.	ST/MT	
G4-1	Create working groups of staff and committee and board members to meet regularly around common priorities to identify and work together toward shared objectives.	All boards, committees, and departments	Administration, Selectboard	Date working group created. Number of shared priorities identified. Number of group actions being pursued. Number of actions completed.	ST	
G4-2	Conduct an annual joint meeting with other committees to share priorities.	Conservation Commission		Date meeting held. Number of entities participating. Resulting actions.	I	
G4-8	Create a central resource directory on the Town website for all listing and linking to all current plans, reports and key data.	Administration	All boards, committees, and departments	Date resource created. Relevance of information provided. Use of information.	ST/MT	

G4-13	Prior to Town Meeting, review proposed bylaws as to legality, consistency with other bylaws, and alignment with the goals of this Master Plan Update and make recommendations for action (recommend or not recommend) to the Selectboard and Town Meeting.	Bylaw Review	All other boards and committees	Date(s) bylaws reviewed. Number of committees and/or proposers consulted. Recommendations made. Votes by Town Meeting.	ST/MT	
G4-22	Post articles in area newspapers, Town's website and social media.	All boards and committees		Number of articles posted. Number of responses or other feedback.	ST/MT	
G4-27	Work with boards, committees and departments to identify baseline data for impact evaluation and standard metrics, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Date baseline data identified. Schedule for collection of baseline data. Date(s) data collected.	MT	
G4-28	Work with boards, committees, and departments to monitor progress towards goals using metrics recommended in this Master Plan Update, as appropriate.	Master Plan Implementation Committee	All boards, committees, and departments	Identify schedule and process for monitoring. Feedback from boards etc. as to usefulness. Dates of progress updates to Selectboard, Planning Board, and Town Meeting.	MT/LT	