

Structural Change Impact Group

MEETING MINUTES

Thursday, February 24, 2022

Location – Remote Meeting on Zoom

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: March 22, 2022

TIME: 3:06 PM

Members present: Travis Franck, Joe Bernard, Anne Helgen, Aaron Pikilingis, Matt Gasbarro, Vicki Amalfitano, Paul Rickter, Norma Massarotti, Mark Paolillo

Members absent: Brian Antonellis, Meg Moriarty

Other attendees: none

[Meeting called to order at 8:01am by Chair Travis Franck]

Discussion of draft Final Report

- Discussion ensued about how to handle write-ups for ideas for which we did not have enough time to do in-depth research. The group agreed that all ideas submitted to our committee by residents should have a write-up, even if the write-up simply acknowledges that further research should be done.
- Discussion ensued about the process for writing the Executive Summary, including the idea to have Working Groups work on their own rough drafts to identify primary themes, recommendations, and next steps

Approval of prior meeting minutes

- Joe Bernard shared document 'SCIG_Meeting_Minutes_2-10-22'
- **Motion** to approve the meeting minutes from February 10, 2022 *(Vote 9-0 in favor)*
 - Moved by Paul Rickter, seconded by Vicki Amalfitano
 - In favor: Travis Franck, Vicki Amalfitano, Joe Bernard, Aaron Pikilingis, Matt Gasbarro, Paul Rickter, Anne Helgen, Norma Massarotti, Mark Paolillo
 - Opposed: none
- Joe Bernard shared document 'SCIG_Meeting_Minutes_2-17-22'
- **Motion** to approve the meeting minutes from February 17, 2022 *(Vote 8-0 in favor, with 1 abstention)*
 - Moved by Travis Franck, seconded by Matt Gasbarro
 - In favor: Travis Franck, Vicki Amalfitano, Joe Bernard, Aaron Pikilingis, Matt Gasbarro, Paul Rickter, Norma Massarotti, Mark Paolillo
 - Opposed: none
 - Abstain: Anne Helgen

Discussion of draft Final Report

- Travis Franck shared document 'SCIG Final Report (Draft-220224)' and made edits during discussion. Review of the draft Final Report commenced, including the following:
 - Idea #179 – Shared Inspectors with Watertown
 - The committee agreed that this write-up is good, no edits
 - Idea #183 – Maintenance Manuals

- The committee agreed that this write-up is good, no edits
- Idea #189 – Reorganize Accounting Department
 - Vicki Amalfitano suggested adding a Next Steps bullet point that acknowledges the good work of the new Town Accountant and continue the good efforts toward improvement
 - Anne Helgen suggested adding a recommendation that the Accounting Department work with Treasurer’s Office to reform payroll processing
- Idea #201 – Open Marijuana Retail Dispensaries
 - Joe Bernard suggested adding a clause stating the municipalities are required to maintain public records documenting community impact costs
- Idea #212 – Eliminate Citizen Building Committees
 - The committee agreed that this write-up is good, no edits
- Idea #213 – Have Fewer Select Board Meetings and Eliminate Pay to the Select Board
 - The committee agreed that this write-up is good, no edits
- Idea #215 – Change Town Clerk Staffing
 - Aaron Pikilingis suggested adding a recommendation to continue to have the Town Clerk as an elected position
 - Matt Gasbarro suggested adding a next step referring to the broader review that will be conducted by a Charter Review Committee
 - Norma Massarotti asked how to address the part of the idea text that suggests replacing the Assistant Town Clerk with a clerical person
 - Mark Paolillo suggested clarifying that the idea implies that an appointed Town Clerk might have stronger qualifications and that reducing the grade of the Assistant Town Clerk would have cost savings

[Aaron Pikilingis left the meeting at 9:00am]

- Idea #219 – Change Open Meeting Law
 - Joe Bernard suggested striking the Next Step bullet point, to replace it with “None”
- Idea #220 – Property Tax Refunds
 - Joe Bernard suggested clarifying language in the section about budgeting of revenues and the financial impacts of COVID-19
 - Mark Paolillo suggested adding language explaining the override mechanism provided in Proposition 2½
- Idea #227 – Allow Work from Home for Town Employees
 - Norma suggested clarifying language to identify positions/work that can be done remotely or in a hybrid working model, and adding a bullet point that recommends considering hot desking when evaluating a hybrid working model
- Idea #241 – Issue Speeding Tickets Through Traffic Cameras
 - The committee agreed that this write-up is good, no edits
- Idea #271 – Tax Revenue from Short-Term Rentals
 - The committee agreed that this write-up is good, no edits
- Idea #293 – Adjustments to Enrollment
 - Anne Helgen suggested clarifying language in the section about cutting FTEs from the originally proposed FY22 budget

- Travis Franck suggested moving two bullet points from Recommendations to Next Steps

[Vote to adjourn was unanimous; the meeting was adjourned at 9:31am]

Meeting minutes recorded by Joe Bernard