

**Structural Change Impact Group
Revenue, Budget and Services Working Group**

MEETING MINUTES

Friday, April 16, 2021

Location – Remote Meeting on Zoom

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: April 27, 2021

TIME: 9:43 AM

Members present: Anne Helgen, Matt Gasbarro, Vicki Amalfitano, Joe Bernard

Members absent: none

Other attendees: Phil Thayer

[Meeting called to order at 8:01am]

Updates on Structural Change Impact Group Meetings and Discussion

- Vicki Amalfitano updated upon discussion with Travis Franck, Chair of the Structural Change Impact Group (SCIG henceforth), the SCIG will meet on Thursday April 29, 8:00am. Furthermore, he had clarified that not all ideas are required to have a score for the next SCIG meeting.

- **Approval of April 9, 2021 Minutes**

- Joe Bernard suggested adding that “a discussion with the Town Administrator is warranted” to the minutes describing the groups’s discussion on the idea for leaving Civil Service.
- Anne Helgen advised adding the word “prior” in front of the phrase “hesitancy from the Town on using parking meters with payment by app capabilities” to clarify the Town may no longer be hesitant on this issue.
- Anne Helgen requested the following be added to the minutes describing the discussion of the idea on parking fees from ““Anne Helgen raised a concern that often cars park on neighboring streets to avoid parking fees at schools.” to “Anne Helgen raised a concern that often cars park on neighboring streets to avoid parking fees.”
- Motion to approve minutes by Anne Helgen, *(Vote 4-0 in favor) [8:06am]*
 - Seconded by Joe Bernard
 - In favor: Vicki Amalfitano, Joe Bernard, Matt Gasbarro, Anne Helgen
 - Opposed: none

- **Updates on Structural Change Impact Group Meetings and Discussion**

- Vicki Amalfitano updated that the next SCIG meeting will be to discuss if the groups are ready with their idea research to talk with various Town departments. Also on the agenda will be review of any further ideas to be transferred to another working group.
- Anne Helgen informed the group that Norma Massarotti and Brian Antonellis have been appointed to SCIG with Adam Dash vacating his membership.

- **Updates on Researched Ideas**

- Idea #32: Town Parking Fees
 - Joe Bernard reported average school parking permit fees from nearby towns. Updates recorded according to 2021-04-16_SCIG_RBS_Projects.xlsx
 - Anne Helgen recommended discussion with Building Committee to check on number of available parking spots at the new Middle and High School.
- **Review of Unexplored Ideas**
 - The group discussed, evaluated and/or scored the following ideas on 2021-04-16_SCIG_RBS_Projects.xlsx. See Status Notes and SCIG Next Step columns for further details on a discussed idea.
 - Idea #34: Naming Rights → Scored
 - Idea #35: Town Administrator Office Hours → Scored
 - Idea #37: Programmatic Approach to Budgeting → Scored
 - Idea #38: Budgeting Transparency → Scored
 - Idea #39: Budget Guidelines → Scored
 - Idea #45: Online Payments → Scored
 - Idea #46: Software to Mitigate Resident-Town Employee Interactions → Scored
 - Idea #84: Reducing Library Hours → Scored
 - Idea #101: PILOT Payments → Scored
 - Idea #106: Zoning for Commercial Development → Scored
 - Idea #221: 311 System → Scored
 - Idea #226: Insurance on Reserve Funds → Clarification Needed to Score
 - Idea #227: Work From Home for Town Employees → Scored
 - Idea #241: Traffic Cameras → Scored
 - Idea #247: Find 40B Projects to Achieve 10% Affordable Housing → Not Scored
 - Idea #250: Trash Disposal Services → Scored
 - The group elected to re-categorize the following ideas and therefore transfer to a different SCIG working group per 2021-04-16_SCIG_RBS_Projects.xlsx
 - Idea #36: Sell Town Owned Properties
 - Idea #224: Municipal Broadband Services
 - Idea #232: Install Solar Panels on Town Buildings
 - Idea #237: Invest Retirement Funds in PRIT
 - Idea #240: Invest Town Funds in Alternative Financial Products
 - Idea #282: Energy Use of Lighted Fields
 - Idea #284: Sell School Administration Building
 - Idea #295: Payment of Retirement Obligations
 - Idea #315: Monetize Town Properties
 - Idea #320: Deleting of Digital Files

Adjournment

- Motion to adjourn by Anne Helgen, (*Vote 4-0 in favor*)
 - Seconded by Matt Gasbarro
 - In favor: Vicki Amalfitano, Joe Bernard, Matt Gasbarro, Anne Helgen
 - Opposed: none

[Vote to adjourn was unanimous; the meeting was adjourned at 10:00am]