

**Structural Change Impact Group  
Subcommittee on Town Services, Budget and Revenue**

MEETING MINUTES

Friday, February 4, 2022

Location – Remote Meeting on Zoom

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: February 11, 2022  
TIME: 9:00 AM

**Members present:** Vicki Amalfitano, Joe Bernard, Matt Gasbarro

**Members absent:** Anne Helgen

*[Meeting called to order at 8:04am]*

- **Approval of January 28, 2022 Minutes [8:04am]**
  - Motion to approve minutes by Vicki Amalfitano (*Vote 3-0 in favor*)
    - Seconded by Joe Bernard
    - In favor: Vicki Amalfitano, Joe Bernard, Matthew Gasbarro
    - Opposed: none
- **Working Group Updates [8:12am]**
  - Matthew Gasbarro shared the document 2022-01-04\_SCIG\_REV\_Projects .xlsx
  - Vicki Amalfitano informed the group on the minutes from her meeting with Geoff Lubien.
    - Idea 340: Budget and Forecasting Software
  - The group discussed agenda items for the upcoming meeting with Belmont Town Administrator Patrice Garvin on February 8, 2022.
    - Idea 340: Budget and Forecasting Software
    - Idea 340: Board and Committee Group Email
    - Update on Compact Grant from Collins Center study
  - Matthew Gasbarro updated that Belmont IT Director David Petto will send the list of Town software excluding Belmont Police Department, School Department, Library and Belmont Municipal Light Department
- **SCIG Final Report Outline [9:12am]**
  - Matthew Gasbarro shared the documents SCIG-Final-Report-Draft-220130.docx and SCIG Interim Report (Jan 21 2022).pdf
  - The group reviewed the SCIG Interim Report and determined that the final report should include after the executive summary a section containing three categories to summarize top ideas:
    - Town Structure: ideas that address centralization, standardization, regionalization, and transparency
    - Economic Development: ideas that involve zoning, development, commercial tax revenue, and economic growth
    - Quality of Town Services: ideas that include municipal broadband, website improvements, 311 system, and more

- **Adjournment** *[9:57am]*
  - Motion to adjourn by Joe Bernard, *(Vote 3-0 in favor)*
    - Seconded by Matt Gasbarro
    - In favor: Vicki Amalfitano, Joe Bernard, Matt Gasbarro
    - Opposed: none

*[Vote to adjourn was unanimous; the meeting was adjourned at 9:57am]*