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BELMONT, MA**

DATE: March 22, 2022
TIME: 3:08 PM

Structural Change Impact Group

MEETING MINUTES

Monday, March 7, 2022

Location – Remote Meeting on Zoom

Members present: Travis Franck, Joe Bernard, Brian Antonellis, Norma Massarotti, Aaron Pikcilingis, Matt Gasbarro, Vicki Amalfitano, Anne Helgen, Paul Rickter

Members absent: Mark Paolillo, Meg Moriarty

Other attendees: Angus Davison

[Meeting called to order at 6:33pm by Chair Travis Franck]

Discussion of draft Final Report

- Travis Franck shared document 'SCIG Final Report (Draft-220302)' and made edits during discussion. Review of the draft Final Report commenced, including the following:
 - Idea #99 – Eliminate Unfunded State Mandates
 - The committee agreed that this write-up is good, no edits
 - Idea #279 – Leonard Street Summer Use
 - Brian Antonellis suggested adding a reference to the Belmont Center traffic study that is in the purview of the Transportation Advisory Committee
 - Idea #338 – Fire Department Overtime
 - Angus Davison, former Assistant Fire Chief of the Belmont Fire Department, commented to offer corrections to the section on staffing and overtime
 - Travis Franck shared document 'SCIG Response 03-07-2022' to inform discussion
 - Aaron Pikcilingis suggested adding a reference to Idea #33—Civil Service
 - Idea #409 – Youth Coordinator Position
 - Travis Franck suggested language clarifying the reallocation of one FTE from the Health Department to the Recreation Department
 - Idea #412 – Modernize Town Website
 - Aaron Pikcilingis suggested adding a reference to Idea #38—Public Visual Budget
 - Matt Gasbarro suggested adding a reference to Idea #221—311 System
 - Idea #14 – Merge Town and School Departments
 - Vicki Amalfitano suggested adding a reference to Idea #26—Centralize Supplies Across Town and Schools
 - Norma Massarotti suggested language clarifying that the consolidation of IT services would include integrated web services and consolidated purchasing and inventory control across town departments
 - Idea #16 – Outsource Services
 - Anne Helgen suggested adding a reference to Idea #54—Fleet Management
 - Norma Massarotti suggested language clarifying

- Anne Helgen suggested language clarifying that the Select Board should own the responsibility to develop a decision support process, and they can delegate it to the Vision 21 Implementation Committee or another committee as they see fit
- Idea #28 – Insurance Bids
 - Aaron Pikilingis suggested language stating explicitly that we are recommending they continue to use the MMA system
- Idea #29 – Fees and Fines
 - Joe Bernard suggested language clarifying the recommendation to review the cost of providing particular (i.e., not general) services, and adding more explicit next steps
- Idea #33 – Civil Service
 - Anne Helgen suggested language clarifying the section mentioning Fire Department overtime
- Idea #42 – Cemetery Charges Should Cover Operating Costs
 - The committee agreed that this write-up is good, no edits
- Idea #52 – Use Social Security Instead of COBRA
 - The committee agreed that this write-up is good, no edits

New Business

- Matt Gasbarro will use the idea matrix to draft an index table for inclusion in the final report
- Norma Massarotti will send matrix updates to Matt Gasbarro tomorrow, March 8

Decide future meeting schedule

- Next meeting will be Thursday, March 10, at 7:30am

[Vote to adjourn was unanimous; the meeting was adjourned at 8:34pm]

Meeting minutes recorded by Joe Bernard