

**Structural Change Impact Group  
Consolidation, Regionalization & Outsourcing Working Group**

Minutes  
March 18, 2022  
Meeting conducted via Zoom

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: March 30, 2022  
TIME: 8:58 AM

Members present: Aaron Pikilingis, Paul Rickter, Mark Paolillo, Brian Antonellis

Members absent:

Other attendees:

Meeting was called to order at 8:08am.

### **Minutes**

The minutes of the March 11, 2022 meeting were approved. Moved: Paolillo, Seconded: Pikilingis, Voted: 4-0.

### **Identifying Department/Areas for Matrix**

The working group reviewed the current matrix, identifying for each idea we researched, the departments/committees affected and the department/committee that will be responsible for the next step, pulling this data from the writeups that working group members have written. All items are identified by their ID numbers and are included in the committee idea matrix posted at <https://www.dropbox.com/sh/b64yoe9y05lnwzb/AAB5iDttndB5Pfik6Wzo5Qgva?dl=0>.

- ID 275 (Real Estate Transfer Fees) - Pikilingis will check with Joe Bernard to make sure the data for this idea is included in the full matrix

### **Identifying Themes of Ideas**

The working group reviewed the current matrix, adding specific themes for ideas, assigning one or more of the following themes to these ideas:

- Centralization
- Process improvement
- Identifying new revenue
- Real estate
- Regionalization
- Zoning
- Purchasing
- Capital projects
- Reduce costs to residents

### **Next Steps**

- Pikilingis will work with Matt Gasparo to get our updates into the full matrix.

- Rickter will write up the recommendation that we form an implementation committee, including the recommendation that the matrix be converted into an online database form for reference in the future.
- Working group will meet next Friday to refine the material for the executive summary.

Next meeting: March 25 at 8:00am.

Adjourned at 9:22am (Moved: Rickter, Seconded: Paolillo, Voted 4-0)

Minutes recorded by Paul Rickter