

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

MEETING MINUTES

Friday, June 4, 2021

Location – Remote Meeting on Zoom

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: July 27, 2021

TIME: 9:17 AM

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

Members absent: None

[Meeting called to order at 8:02am]

- **Review of High Impact Ideas and Quick Wins**

- Vicki Amalfitano shared “Subcommittee Revenue, Expense, Town Services Prelim Recommendations.doc”
- The working group reviewed the preliminary draft of recommendations for high impact ideas and quick wins to be presented to the Structural Change Impact Group’s meeting on June 10.
- The following ideas were discussed as High Impact ideas:
 - Idea #23: Grant Writing
 - Idea #37: Programmatic Approach to Budgeting
 - Idea #39: Budget Guidelines
 - Idea #46: Software to Mitigate Resident-Town Employee Interactions
 - Idea #101: PILOT Payments
 - Idea #340: Budget Software
- The following ideas were discussed as Quick Win ideas:
 - Idea #29: Town Fees
 - Idea #32: Parking Fees
 - Idea #35: Town Administrator Office Hours
 - Idea #221: 311 System
 - Idea #227: WFH Opportunities
 - Idea #313: Community Engagement Committee
 - Idea #378: New Growth Tax Assessment
 - Idea #383: Renting Town Spaces

- **Grouping of Ideas**

- Matt Gasbarro shared 2021-06-04_SCIG_REV_Projects.xlsx
- Matt Gasbarro presented further categorization of the ideas that groups them into categories to be researched together.
 - Assessors
 - Change To Government/By-Law
 - Financial Management
 - Financial Management

- Grants and Advertising
- Parking & Traffic
- Public Works
- Software Solutions
- Town Department Review
- Town Service Review

Adjournment

- Motion to adjourn by Vicki Amalfitano, *(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 9:42am]