

## General Government Subcommittee of the Warrant Committee

Minutes - March 6, 2020, Select Board Meeting Room, Town Hall

Attending: Elizabeth Dionne, Bob McLaughlin, Paul Rickter

Guests: Jon Marshall

Meeting called to order at 8:00 am

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TOWN CLERK  
BELMONT, MA**

DATE: July 9, 2020

TIME: 9:11 AM

The discussion in each section of this meeting was on each department's current work and the 2/10/2020 version of the FY21 town budget.

### 1. Town Accountant - Chitra Subramanian

- Their budget is bare bones - no significant changes from last year
- The department has 3.6 FTEs
- Significant work on multiple building projects - reviewing contracts and working with the treasurer for each project
- The Middle and High School project is large, but working with MSBA has gone well - we pay for each piece and get reimbursed by MSBA
- What controls do we have to make sure invoices are being paid correctly? There are cross-checks by multiple staff members and vendors are verified before they go into the system

### 2. Information Technology - Dave Petto

- They track constant efforts to hack the town network - mainly from China and North Korea
- 80-85% of the work of the department is network security
- Protecting information about town staff and town residents is hugely important
- Fiber network upgrades are ongoing - Belmont Light is working on a fiber network for town broadband, so IT is working with them on town government fiber network work
- Could use a 15 hour per week admin assistant to help with clerical tasks that IT staff do now

### 3. Treasurer - Floyd Carman

- Shared a general concern about cyber security. We should be spending more on IT department to keep the town network safe.
- Getting ready to sell the next group of bonds (for Middle and High School and Police/DPW projects)
- Working on renewing our bond rating - big advantage in keeping our double AAA ratings, which is rare in MA municipalities

- In the long run, we need a capital management plan, so we can work proactively on possible future capital projects
- Their budget includes a drop in salaries due to a staffing change, but their budget is very stable

Meeting adjourned 9:45 am

Submitted by Paul Rickter