

General Government Subcommittee of the Warrant Committee

Minutes - March 10, 2020, Select Board Meeting Room, Town Hall

Attending: Elizabeth Dionne, Bob McLaughlin, Paul Rickter, Ellen Schreiber

Guests: Jon Marshall

Meeting called to order at 8:00 am

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TOWN CLERK
BELMONT, MA**

DATE: July 9, 2020

TIME: 9:12 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 Clerk - Ellen O'Brien Cushman

- Their budget always varies on a four-year cycle because of the number of elections that take place - high this year because of the Presidential election
- They always budget for one additional election (for an unanticipated special election)
- Otherwise, no changes in their budget
- They are processing many more public records requests - computerized system makes it easier to process these requests, but easier to submit them too

2. Board of Assessors - Daniel Dargon & Bob Reardon

- New growth this year is \$600k - this typically grows by about 5% per year
- As The Bradford comes online, it will add value to the tax base - Royal Belmont is done adding value
- Trends: condo conversion are increasing and that's decreasing the percentage of rental households in Belmont
- They maintain a computerized system to help determine values of properties - the contract runs through 2021 but they haven't decided whether to continue to work with this provider

3. Human Resources - Jessica Porter & Shawna Healey

- Working on adding a new HR position (HR Generalist) - halftime at HR (paid through health insurance fund) and halftime at Belmont Light, so one fulltime person working for both departments
- Union negotiations are moving slowly - three-year contracts with all public employees end on June 30, 2020
- Doing all union contracts at same time is a challenge - need to allocate resources for these negotiations
- Planning to bring Patrice Garvin and Glen Castro to first union negotiating session to provide a snapshot of town finances

4. Town Administration - Patrice Garvin

- Considering ways to get more revenue - for example, a Rec Department enterprise fund, reusing the temporary police facilities for Rec Department programs
- They are always chasing after grants and have found many
- They are working on a town COVID-19 response plan - questions about whether bodies can meet remotely despite Open Meeting Law
- Website redesign is in process - it will go to Select Board soon
- Checks and balances to verify invoices? - monthly meetings with Treasurer and Accountant

Meeting adjourned 10:00 am

Submitted by Paul Rickter