

ARPA Committee Meeting Minutes
August 10, 2022

Present: Jeff Keeney, Rob Liotard, Carrie Austgen, Laura Nugent, Pete Antos-Ketcham, Mike Shepard, Katie Kuzio, Anne Sasso, Rebecca Elder (remote)

Absent: Laura Nugent, Connor Timmons

No visitors present, no adjustments to agenda

*noted that we must get agendas and minutes to Amy as well as Rebecca so they can be posted in appropriate places

Rob moved to accept minutes.
Katie seconded.

Survey Conversation

Carrie took the digital data and analyzed it to provide insight

26 online submissions, raw data accessible

Google sheet with collated data, project submission contact information

Carrie will input paper data into the spreadsheet, we will see if Amy can share scans with the remainder of the committee as well.

Do we share the topics or comments with the community? Great ideas presented, but not sure that the full project proposal will follow them- people pitching might not be those that can follow through.

Categories that ranked the highest: none were the clear top priority- varied interest among townspeople

-second highest ranked was Safety

-Recreation shows up as the lowest ranked priority

Topics that came up but no proposal linked:

Dog park

Food security- this fits under resiliency umbrella

Infrastructure for Trailer Parks

Jerusalem Schoolhouse/ playground

Library

Starksboro Coop Preschool

Conversation around programmatic use of money vs physical improvements- big picture vs little

End date for community input? Can stay open for as long as we want- provides an opportunity for the community to feel like they have a voice.

Possibly more useful for Selectboard to have this data as they make final decisions

Proposal Evaluation Conversation

Current informal Proposals:

John Graham Housing- Susan Whitmore Ex. Director
Addison County House Coalition- Helena Van Voorst, Chair
Maple Broadband- Nancy Cornell
Energy Committee email thread (formal proposal to follow around Library)

Conversation around the submitted project requests, many questions bubbling up around all.

What are we looking for in projects? How do we determine “local” and appropriate? Appropriate to give to private entities? Town directed vs private entity directed? Invest in current realities or time tested need?

Maple Broadband specific question- Did this project come from the town reaching out, or the business decide to “offer” their services? Waitsfield/Champlain Valley Telecom is the local entity

Do we already have a project proposal form? Yes: <https://forms.gle/B7Dnr5FoHQfWXQZP6>
Do we ask the already submitted proposals to revise their submissions to fit within our proposal form? Yes. “levels the playing field”

ARPA Response Letter *Rough Draft*- to send back to previously submitted projects on town letterhead, signed by chair of committee, with both previously submitted proposal attached as well as paper copy of project proposal form:

“Thank you for your letter of interest to the Starksboro ARPA Committee. Now that we have an application process in place, we’d like to invite you to complete our project proposal form for your request to be considered. Please use the provided link (<https://forms.gle/B7Dnr5FoHQfWXQZP6>) or attached proposal page to submit your updated request.

Respectfully,
Jeff Keeney, Starksboro ARPA Committee Chair”

****Jeff, please approve this draft letter and pass on to Rebecca for distribution to interested parties drafted on letterhead, signed by chair, attached to previously submitted proposal. (this list of recipients will be provided to Rebecca by Carrie) ****

Proposal made to move Proposal Evaluation Process Matrix Agenda item to September meeting.

Motion moved by Ann.

Seconded by Rob.

Action:

- Ask Amy to forward paper surveys to the entire committee to review papers.
- Katie to share rights to Google Drive with the remainder of the committee so all can view on their own time. View before next meeting.
- Katie to provide Rebecca with hard copy of Proposal Application
- Carrie to provide Rebecca with list of names to mail Proposal Application too

-Jeff to approve rough draft of ARPA Response letter and forward on to Rebecca with signature for distribution

-Laura to communicate with Selectboard: what is the desired communication method for us between outside entities? Using the selectboard email? Who has access to ARPA email/who is checking it? Is the rubric Carin created one that we are being asked to use or is there flexibility in its use within our committee (mandated vs flexible)?

Next Agenda:

Call to Order
Review and Accept/Decline Previous Meeting Minutes
Review updated Community Surveys and Data
Review Proposal Evaluation Process Matrix
Review any Proposals that have come in
Set Agenda

Motion to Adjourn meeting made by Pete at 7:30
Seconded by Ann

Agenda for next meeting:

Adjourned: 7:23 PM