

Starksboro ARPA Committee Meeting

Monday, May 23rd 2022

Present: Jeff Keeney, Anne Sasso, Katie Kuzio, Rob Liotard, Pete Antos-Ketcham, Mike Shepard, Connor Timmons, Carrie Austgen (zoom), Laura Nugent (zoom), Koran Cousino.

Koran shared the project evaluation rubric developed by the selectboard along with the mandate document for all and outlined the board strokes of the committee's purpose.

i) The ARPA committee is a subcommittee of the Starksboro Selectboard, as a result:

- Committee meetings are subject to open meeting laws
- The Committee will need to elect a chair, vice chair and clerk.
- Agendas must be posted at least 48 hours ahead of scheduled meetings
- Minutes must be posted within 5 days and approved at the next meeting.
- All email communication amongst committee members should be logistical only (not substantive or related to decisions of the committee)

ii) Goals for today's meeting

- Set regular and recurring meeting time for the committee
- Elect officers

iii) Some general topics about the purpose/functioning of the committee were discussed:

- All decisions about funding must be complete by December 2024
- Jeff indicated a preference for committee members to recuse themselves from votes involving their own organizations or proposals put forward by their other committees
- Koran indicated that the selectboard was hoping that decisions by the committee would be less of a "yes or no" and more rooted in dialogue with applicants.
- Koran also indicated that there are some projects that the selectboard has earmarked some ARPA money for, the details of which they would submit to the ARPA Committee before deliberations begin.

iv) The Committee set the following timing for its regular meetings. **The second Wednesday of every month, 5:30-7:30pm at the town office and on zoom** unless otherwise specified.

v) The Committee voted to elect members to the following positions:

- Jeff Keeney – Chair
- Carrie Austgen – Vice-Chair
- Laura Nugent – Clerk

v) The Committee set some agenda topics for its next meeting:

- Report back from Bristol's ARPA committee (Katie)
- Timeline Discussion

- Public communication
 - Application Process
 - How we communicate
 - What media we choose
- The Public Participation Process
 - FAQs/Brainstorm sessions
 - Sharing of proposals with the public
 - Public involvement at meetings
- Selectboard Report back (Rebecca or Selectboard member)
 - Final decisions & apportionment
 - How will funds be disbursed

Adjourned 7:25 PM