

ARPA Committee Meeting Minutes
Selectmen's Office: March 16, 2022
1:00 P.M.

Josh Lang called the meeting to order at 1:00 p.m. Members present included Josh Lang, Rob Derksen, Charlee Durfee, and Bill Decelles. Gordon Hubbard and Jeff Dechaine were absent. Matt Sirigu from KP Law attended as a guest.

Matt Sirigu: Revenue Loss ARPA Rule:

ARPA Funding. Lays out 4 major categories from the State and Federal Government. Public Health, Negative Economic Impact, Premium Pay for Essential Workers/Public Safety, Government Services (loss revenue) (Infrastructure). Can be used for roads, capital projects (government service is a very broad category). Most things that the Town wants to do with ARPA Funding is more than likely going to be eligible. Government services is very broad and it's a matter of how the project is presented and packaged.

Josh Lang, Town Administrator

Standard Deduction of \$10,000.00, stuff that was already paid for can be paid?

Matt Sirigu

Anything purchased from March 21, 2021 to now could be covered.

Josh Lang, Town Administrator

Does it need to be announced/approved?

Matt Sirigu

There isn't a formal process it would just have to be listed.

Josh Lang, Town Administrator

It can be presented to the selectmen for approval items such as things spent out of the general fund that were related to ARPA Eligibility.

Josh Lang, Town Administrator

Needs to know who to report ARPA financial reporting too.

Matt Sirigu

The quarterly reports due and the Grant Manager?

Town Administrator

Yes, doesn't know who the grant manager is to report to.

Matt Sirigu

ARPA grant manager can be hired to perform the work and be paid out of the ARPA funds.

Josh Lang, Town Administrator

Are Sewer Line maintenance items eligible (every 10 years)? None of our staff are OSHA compliant and the consultant is recommending that.

Matt Sirigu

It would be eligible as a Government Service under Sewer and Water under loss revenue.

Josh Lang, Town Administrator

Can funds be transferred into the Sewer Enterprise Fund?

Matt Sirigu

Does not believe that this is ineligible.

Josh Lang, Town Administrator

Do Broadband studies apply here as well as the projects?

Matt Sirigu

Yes, development, consulting fees, etc.

Makayla Zonfrilli, Administrative Assistant

Can IP/Cloud Based Phone Systems qualify?

Matt Sirigu

Yes, under Public Health Safety and/or Government Services.

Josh Lang, Town Administrator

Server updates/IT upgrades eligible?

Matt Sirigu

Yes

Josh Lang, Town Administrator

It has not been procured yet how does that process look.

Matt Sirigu

To the extent of capital items, standard procurement in Massachusetts applies.

Josh Lang, Town Administrator

Are swipe cards and new security systems eligible and chairs?

Matt Sirigu

Yes, those are eligible but make sure it ties back to one of the 4 categories.

Josh Lang Town Administrator

Building Maintenance, for painting, windows, carpet, HVAC, those could be eligible?

Matt Sirigu

Yes, those are eligible expenses for loss revenue. The Treasury said HVAC/air quality. Those are generally acceptable.

Josh Lang, Town Administrator

Police Stations are an eligible expense. Do you have a list of consultants to manage this grant that would be appreciated?

Matt Sirigu

Most people are hiring in-house. Some people share the services across several towns. 2 – 3 years to spend the money. The appropriation needs to be spent by 2024.

Chief Rob Derksen,

Are vehicles eligible? Ambulance, Police, fire?

Matt Sirigu

Yes, public safety would cover those.

Josh Lang, Town Administrator

As a committee we would make a recommendation to the Select Board to approve the ARPA Budget. Makayla volunteer to manage the Grant.

Matt Sirigu

Yes, Matt will look at reporting guidelines too send over which is about 40 pages for reporting.

Josh Lang, Town Administrator

Brendan Sweeney?

Matt Sirigu

Yes, he was the CARES Act administrator. He is probably the local representative for the ARPA funding as well. Matt will follow up with reporting.

Makayla Zonfrilli, Administrative Assistant

How much do we have?

Chief Robert Derksen

\$878,000 (minus Radios)

Josh Lang, Town Administrator

Sewer work is probably a priority.

BUDGET IDEA ESTIMATES:

The committee discussed various items that could be eligible.

Sewer: \$30,000

Facility Maintenance Index (reviews Town buildings) TBD

Ambulance Cost: \$100,000

Emergency Management Vehicle: \$66,000

Storm Water Management Mapping GIS: \$10,000 (Software, iPad, Cellular Service)

Security updates to Town Hall, Fire, Highway: \$30,000

Police Vehicle: \$30,000

Broad Band Feasibility Study: \$50,000

Radio: \$2,500

Technology Improvements/Equipment/System upgrades: \$20,000

Police Radios: \$185,000 (already expended)

Chairs/Furniture: \$15,000

Retaining Wall: TBD

Phones: \$35,000

Meeting Equipment Town Hall (AV Equipment): \$23,000

Records Management (Electronic software): TBD
Feasibility & Extend Sewer Line up Route 7: TBD
Pontoosuc Lake Maintenance: \$10,000
Affordable Housing Discussion: TBD

Total w/o TBD: \$656,500

\$211,500 left over

Motion to Adjourn at 2:18 pm – Josh Lang
Second – Charlie Durfee

Motion carries