

## **Guilford ARPA Committee Meeting Minutes, 7.13.22, 6:35PM-7:55PM**

**Present ARPA Committee Members: Jaime Durham, Julie Holland, Vickie Sterling, Patty Bullock, Dan Killay**

**Selectboard Representatives: Zon Eastes, Verandah Porche**

### **I. Call to Order**

### **II. Recognition of Public**

Jeanette Tokarz (Planning Commission), Jason Herron

### **III. Approval of 6.29.22 Minutes**

Meeting minutes approved

### **IV. Changes to Agenda Order**

No changes needed

### **V. New Business**

#### **a. Update on new collaborative work with PC and FAC**

Jaime attended joint FAC/Planning Commission with the focus on how to spend the \$195,000 bond outstanding in the town. In the meeting it was determined that we (the ARPA advisory committee) should work with the FAC/Planning commission on how to potentially utilize all funds (ARPA relief funds, 195K bond, other ARPA grants). There was a consensus at the Selectboard meeting that we should be working collaboratively with the FAC/PC. Jeannette from the planning commission spoke about the opportunity to leverage all these funds for larger projects. The \$195,000 bond requires a vote at town meeting day. The ARPA relief funds do not require a vote, just Selectboard approval. Sheila created a new google drive folder for all groups to share information. There is an opportunity to survey the town on all funds available to the town rather than separate streams from each committee.

It might be valuable to hire a consultant on the survey/understanding of grants and also potentially grant writers if needed.

#### **b. Report on processes from other towns**

**Newfane:** Town created a survey, planning commission made six recommendations to the Selectboard, then they had informational meetings with Windham Planning Commission. They received about \$400K in ARPA funding. They put about \$3K into their survey, posted an ad in the commons. Jaime reviewed survey questions. 5 Question Survey: ([surveymonkey.com/r/X8VHK9L](https://surveymonkey.com/r/X8VHK9L)). From survey they came up with 6 recommendations (Septic Study, Upgrading Septic Systems in Homes, Community Center, Creating more Housing, Biking/Walking Infrastructure, Broadband). They had several public meetings to discuss potential recommendations). Recommended they apply for municipal planning grant and use ARPA funds to offset for feasibility study.

**Craftsbury:** Have been getting together since Feb/March. Have not done survey. Going to have public forums for community to share ideas, and application overview. Criteria on application is

includes project costs, funding sources, project description, benefit to the town. It is putting the onus on the applicants to provide a lot of details. Very detailed website surrounding the project on the Craftsbury town website. Application will be uploaded to the shared drive.

**Jericho:** Vickie reached out to the town administrator for their survey, have not heard back. She posted survey results to the committee Google drive.

**Westford:** Town created a survey, received 150 respondents, mostly digital. Reached out for copy of survey, have not heard back yet, will follow up later this week. In addition, a google groups email was created for input. I was able to view their application (project description, project value, project budget, project schedule, partnership and collaboration – including other funding explored). Based on the survey they found 3 main criteria to evaluate: community resilience (physical, financial, and emotional dimensions), strategic value for the town and proposal executability. This rubric is used to quantify high, med, low projects.

**Vernon:** They do not have an APRA committee; they have a public ARPA forum. They discussed a generator for the school and fire phones. Looking at moving EMT/Fire into the same building rather than spending a lot on heating bills. Nothing mentioned about surveys. They also discussed broadband.

### **c. Next steps**

Need to figure out if/how to best survey town. Verandah and Julie getting together with neighbors to seek feedback and allow some neighbors to meet each other who haven't. There will be a working list in the shared drive to record ideas submitted or generated by public (including past proposals). Potentially put together town forum to collect ideas from the community then determine how we might want to poll town/design application process.

Communication with the community is needed (Gazette or Commons) to share information about this collaborative approach and providing information on the funds available. It may be valuable for the Selectboard to layout the collaborative nature of the three committees moving forward (Selectboard to take it under advisement). Julie is volunteering to write up an informational piece, Zon will work with her on it.

Jeanette to talk to consultants to understand cost and ability to assist with the project.

Next meeting is July 27<sup>th</sup> at 6:30PM

## **VI. Adjournment**